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# *Government of Ontario*

# *KWIC Index to Services*

## *1987*

*Notice: French-language directory of services*

A french-language directory of services entitled "Services offerts au public" will be available in the summer of 1987. Instructions for obtaining a copy are on page viii.

*Avis: Répertoire en français des services*

Un répertoire en français intitulé "Services offerts au public" sera disponible au cours de l'été 1987. Pour savoir comment vous procurer ce répertoire, reportez-vous à la page viii.



Ministry of Government Services  
Information Services Branch  
Access Databases & Directories Section

Hon. Sean Conway  
Acting Minister  
Gérard J.M. Raymond  
Deputy Minister



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## KWIC Index and Government Telephone Directory

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- The KWIC (Key Word in Context) INDEX TO SERVICES is prepared by the Information Services Branch, Access Databases and Directories Section. It is designed to provide the user with “key word” access to the descriptions of the branches, programs and agencies of the Ontario Government, and the offices which provide the service.

If you have any comments or suggestions about the KWIC Index, you may contact your KWIC Index Coordinator, (see page vii) or complete the Questionnaire on page i and send it to the address shown.

If, after using the KWIC Index, you are unable to find the source of the information or service you require, call the Citizens' Inquiry Bureau at 965-3535.

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The KWIC INDEX is revised annually. If you want to be informed of its release, please clip and mail this form:

Ministry of Government Services  
Information Services Branch  
Access Databases and Directories  
Ferguson Block, 6th Floor  
Queen's Park, Toronto  
M7A 1N3

I would like to be notified when the next edition of the KWIC INDEX TO SERVICES is issued.

Name: \_\_\_\_\_

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- 
- The GOVERNMENT OF ONTARIO TELEPHONE DIRECTORY, a companion reference to the KWIC INDEX is organized by ministry, division, branch or agency, and includes the names and telephone numbers of key people. It contains an alphabetical listing of employees and their telephone numbers, cross-referenced to the ministry office listing.
  - For information on how to obtain Government Publications see page viii.

## KWIC Index Coordinators

In each ministry, an appointed KWIC Index Coordinator is responsible for:

- coordinating the preparation of all service descriptions within his/her ministry, for publication in the KWIC Index.
- coordinating the orders and distribution of the KWIC Index for his/her ministry.

Ministry	Name	Phone
Cabinet Office	Violet Niggl	965-7099
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	Cynthia Bedborough	965-5768
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Agriculture and Food	Wendy Stockwell	965-1421
Attorney General	Terry Bambao	965-9010
Citizenship and Culture	Debbie Strauss	965-0289
Collèges and Universities	Mavis Carlton	965-6789
Community and Social Services	Alex Honeyford	965-1818
Consumer and Commercial Relations	Romeo Fernandez	963-0491
Correctional Services	Ross Virgo	750-3421
Education	Mavis Carlton	965-6789
Energy	Janet McNally	965-1467
Environment		323-4321
Financial Institutions	James McIntyre	963-0477
Francophone Affairs	Gilles Liboiron	965-3865
Government Services	Maria Mikelenas-McLoughlin	965-6606
Health	Esther Lucas	965-3755
Housing	Ruth Esdelle	585-7041
Industry, Trade and Technology	Janet Thuell	965-5466
Intergovernmental Affairs	Helen Morgan	965-4706
Labour	Hayleen Taylor	965-6115
Municipal Affairs	Ruth Esdelle	585-7041
Native Affairs	T.K. Eger	965-4827
Natural Resources	Cindy Blancher	965-5134
Northern Development and Mines	Cal McDonald	965-7577
Revenue	Neil Rodgers	(OSHAWA) 433-5779
Skills Development	Donna Alberts	965-8276
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Transportation and Communications	Peigi Rockwell	235-4875
Treasury and Economics	Betty Webster	965-1643
Women's Issues	Bill Coleman	965-7785
	Lydia Oleksyn	965-5824

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## Obtaining Ontario Government Publications

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### To Order Publications:

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in Ontario, dial 1-800-268-7540  
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### TTY-TDD (Teletype) service for the deaf:

in Toronto dial 965-5130  
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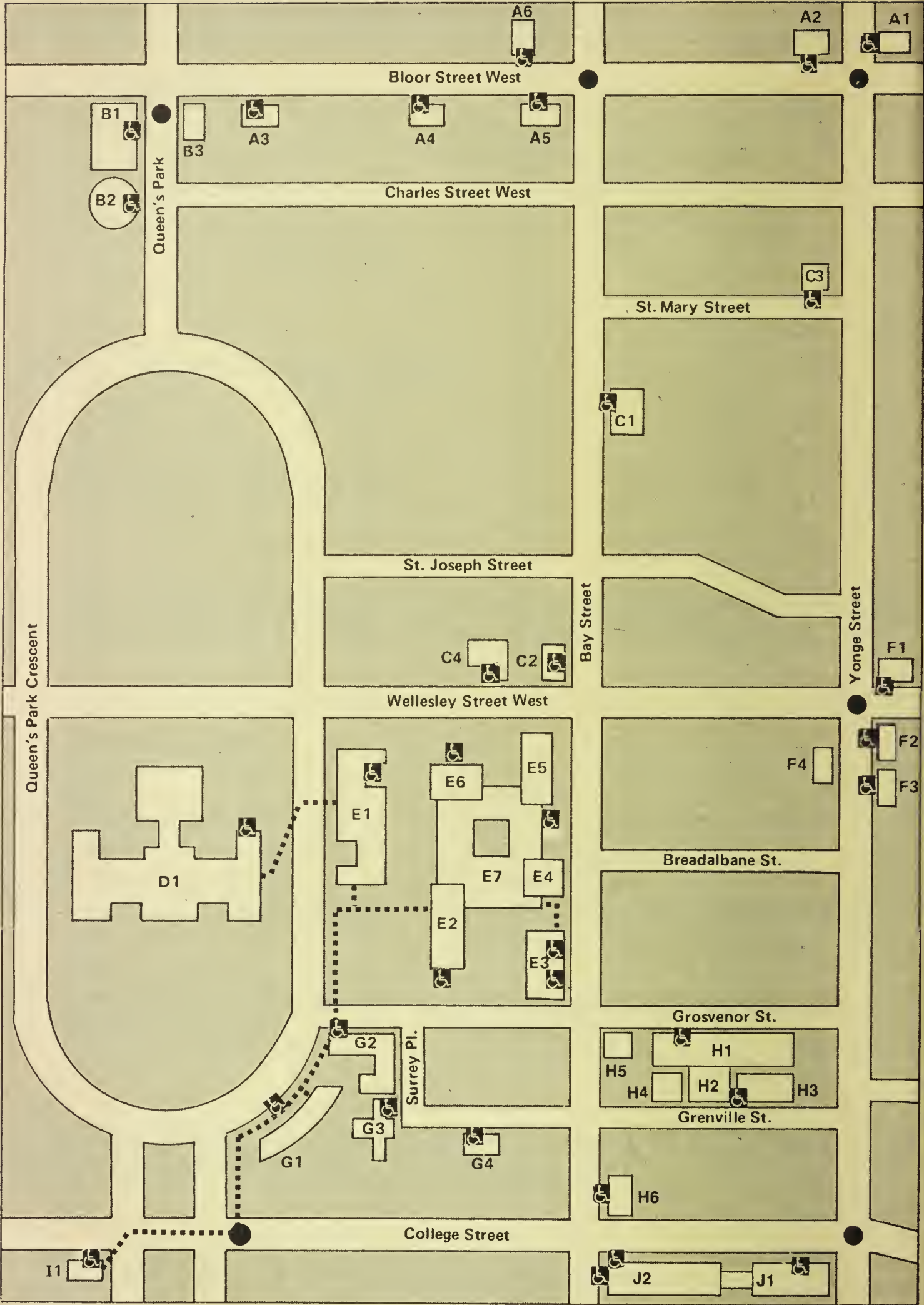
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10 Rideau Street.  
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Ontario Public Servants who require additional copies of the KWIC Index should contact their KWIC Index Coordinator (page vii).

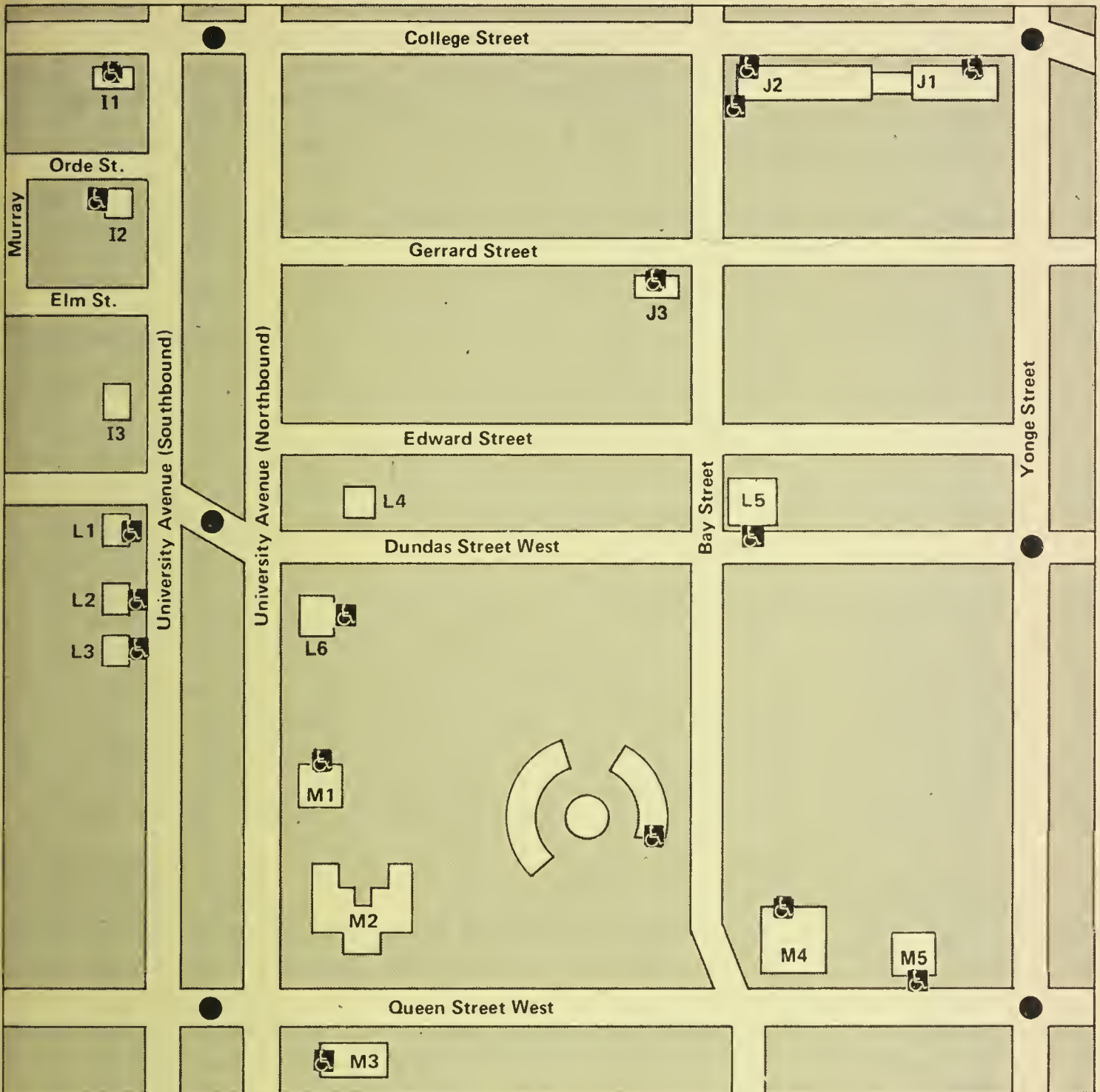
**KWIC INDEX TO SERVICES \$3.75 (3.50 + .25 R.S.T.)**



QUEEN'S PARK AREA MAP



# QUEEN'S PARK AREA MAP



## Queen's Park and Vicinity

**Key**   ● Subway   ♿ Wheelchair Access   ..... Tunnel (Entrance from first basement)

### Legend

- A1 – 2 Bloor St. E.
- A2 – 2 Bloor St. W.
- A3 – 151 Bloor St. W.
- A4 – 101 Bloor St. W.
- A5 – 77 Bloor St. W.
- A6 – 80 Bloor St. W.
- B1 – 100 Queen's Park (Royal Ontario Museum)
- B2 – 100 Queen's Park (Planetarium)
- B3 – 125 Queen's Park (Q.P. Entrance) (Ombudsman Office)
- 157 Bloor St. W. (Bloor St. Entrance) (Public Complaints Commission)
- C1 – 1075 Bay St. (The Citadel)
- C2 – 56 Wellesley St. W. (Suncor)
- C3 – 10 St. Mary St.
- C4 – 62 Wellesley St. W.

- D1 – 111 Wellesley St. W. (Legislative Building)
- E1 – 99 Wellesley St. W. (Whitney Block)
- E2 – 80 Grosvenor St. (Hepburn Block)
- E3 – 880 Bay St. – 50 Grosvenor St.
- E4 – 900 Bay St. (Mowat Block)
- E5 – 900 Bay St. (Hearst Block)
- E6 – 77 Wellesley St. W. (Ferguson Block)
- E7 – 900 Bay St. (MacDonald Block)
- F1 – 10 Wellesley St. E.
- F2 – 555 Yonge St.
- F3 – 543 Yonge St.
- F4 – 558 Yonge St.
- G1 – 7 Queen's Park Cr. (Frost Building South)
- G2 – 95 Grosvenor St. (Frost Building North)

- G3 – 2 Surrey Place
- G4 – 77 Grenville St. (Archives of Ontario)
- H1 – 25 Grosvenor St. (George Drew)
- H2 – 26 Grenville St. (Coroner's Office)
- H3 – 18 Grenville St. (Q.P. Credit Union)
- H4 – 34 Grenville St.
- H5 – 863 Bay St.
- H6 – 801 Bay St.
- I1 – 700 University Ave. (Ont. Hydro)
- I2 – 620 University Ave. (Old Hydro Bldg.) (Office of Legislative Services)
- I3 – 500 University Ave. (Supreme Court Reporter's Office) (Ontario Manpower Commission)
- J1 – 444 Yonge St. (Provincial and Small Claims Courts)

- J2 – 777 Bay Street (College Park)
- J3 – 700 Bay Street (LuCliff Place)
- L1 – 454 University Ave.
- L2 – 434 University Ave.
- L3 – 400 University Ave. (Travelers Tower)
- L4 – 180 Dundas St. W.
- L5 – Atrium on Bay
- L6 – 439 University Ave.
- M1 – 361 University Ave. (Court House)
- M2 – 130 Queen St. W. (Osgoode Hall)
- M3 – 145 Queen St. W.
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PARLIAMENT  
(encompasses three areas  
of responsibility)

LEGISLATIVE

- enacts, amends, and repeals legislation
- authorizes the collection of funds
- debates the policies put forth by the Government

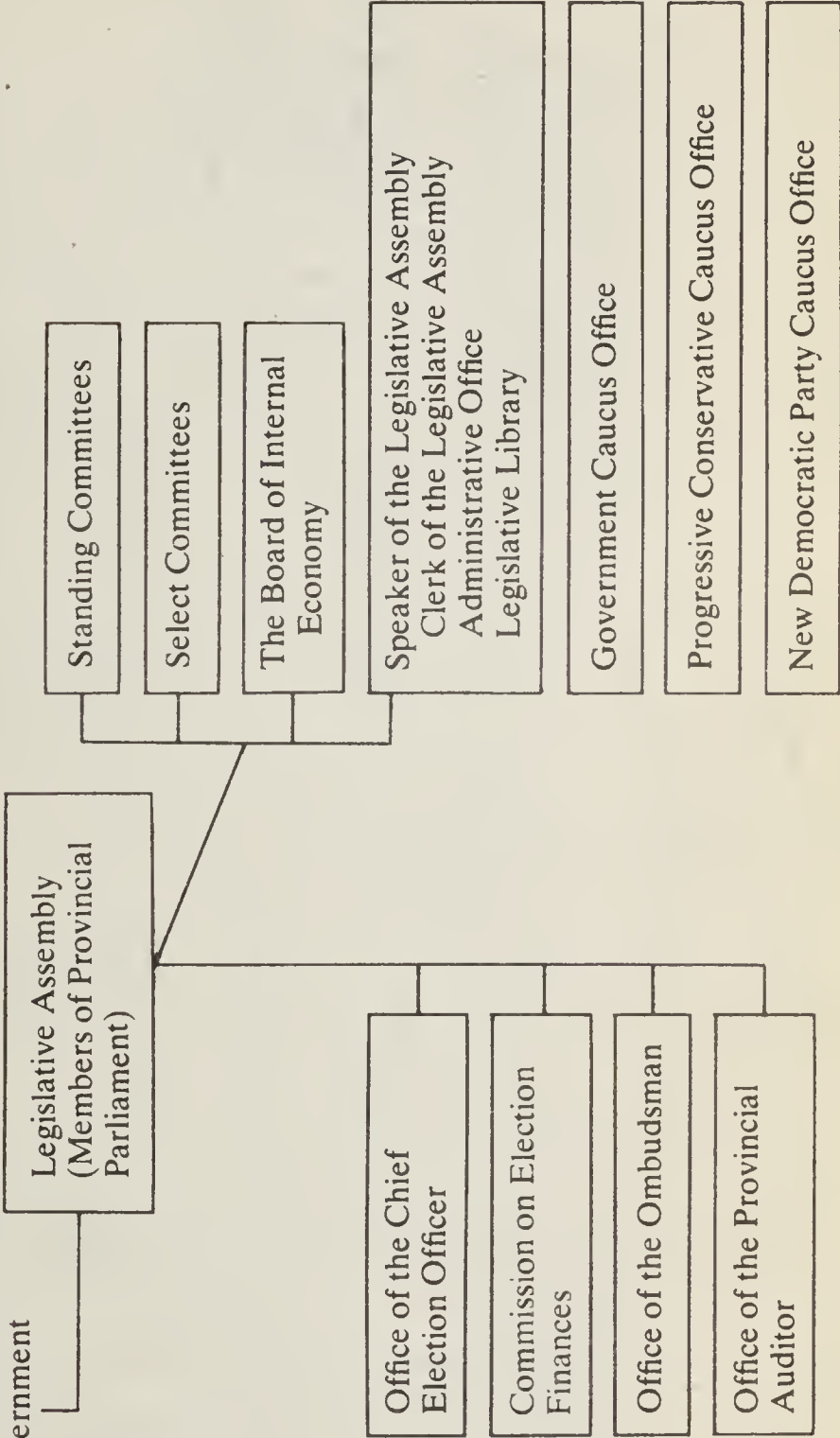
JUDICIARY

- adjudicates civil & criminal disputes through all levels of courts in the province

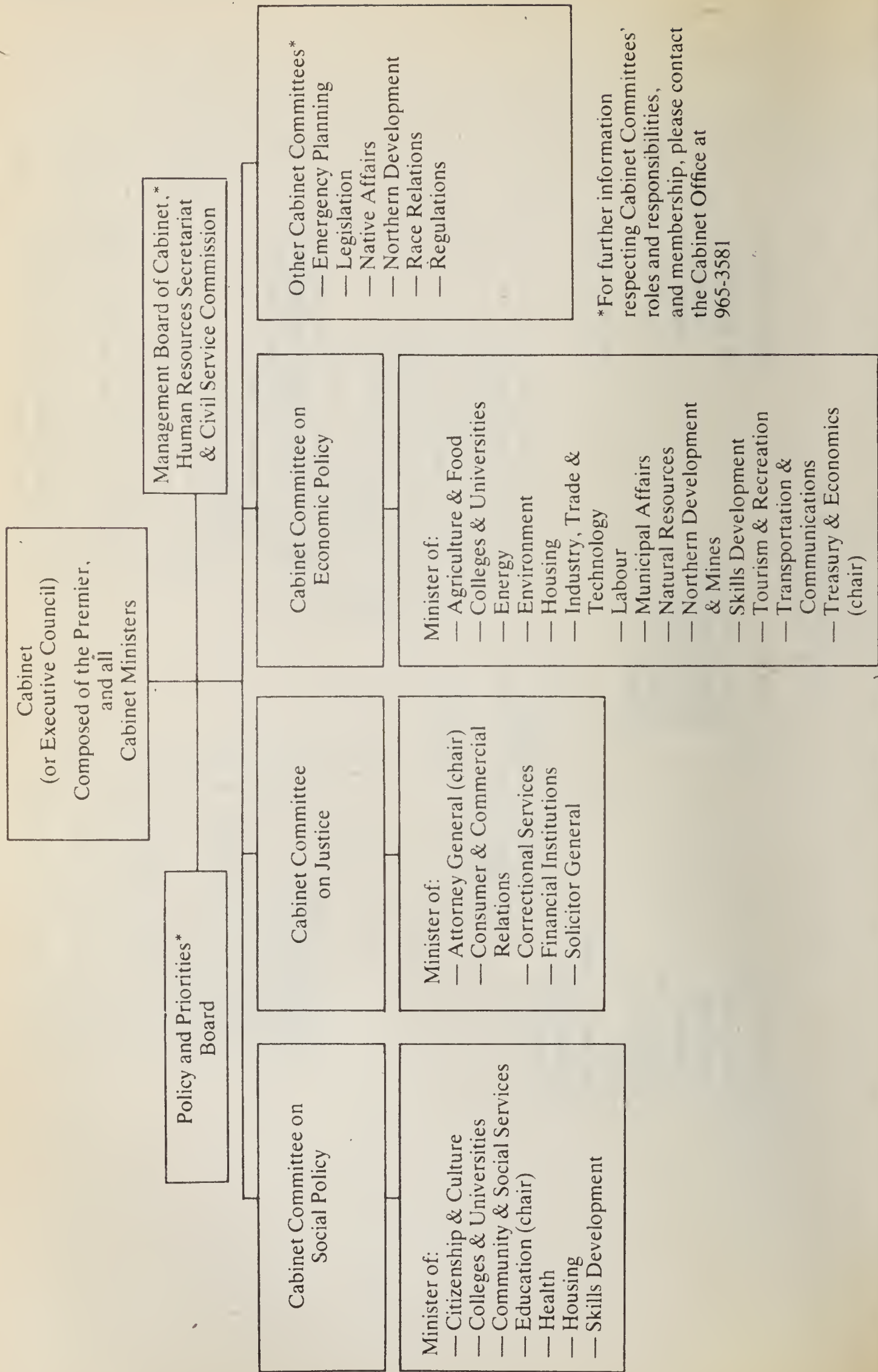
EXECUTIVE

- formulates government policy
- administers government programs

(see next page)



# CABINET AND ITS COMMITTEES



\*For further information respecting Cabinet Committees' roles and responsibilities, and membership, please contact the Cabinet Office at 965-3581

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## THE ONTARIO GOVERNMENT

The three major divisions of parliamentary government in Ontario are the Executive, the Legislative and the Judiciary.

**Executive:** The Queen, represented by the Lieutenant Governor, is the nominal executive and head of state. The Premier and Ministers of the Crown (Cabinet) form the active executive, formulate government policy and administer its programs.

The basic units of the administrative structure headed by the office of the Premier are the 26 Ministries (e.g., Education, Health, Environment), each responsible to a Minister in Cabinet.

**Legislative:** The legislative function is the responsibility of the Legislative Assembly composed of the elected members, including the Premier and other Ministers. The Assembly performs three main functions, namely: legislative - enacts, amends and repeals legislation; financial - authorizes the imposition of taxes and reviews expenditure estimates; critical - discusses and criticizes policies put forward by the Executive.

**Judiciary:** The judiciary is responsible for the administration of justice by adjudicating civil and criminal disputes through the Ontario courts system which is constituted by provincial statute. Provincial court judges are appointed provincially by the Lieutenant Governor in Council. County, district court and Supreme Court of Ontario judges are appointed federally by the Governor General in Council. Courts administration is the responsibility of the Ministry of the Attorney General.

## THE CABINET

### CABINET

Legislative Bldg., Rm. 381  
Queen's Park, Toronto M7A 1A1  
416-965-1945

CABINET 1

The Cabinet, officially called the **Executive Council**, exercises the executive power of the Ontario Government. The Cabinet is comprised of the Premier, Ministers with responsibility to direct ministries and Ministers without portfolio. The Cabinet Office provides staff support for Cabinet, the Policy and Priorities Board of Cabinet and the Cabinet Committees on Legislation, Justice, Economic Policy, Social Policy and other committees as required. For information on the structure of Cabinet (Executive Council), write to Cabinet Office at the above address.

### OFFICE RESPONSIBLE FOR DISABLED PERSONS

700 Bay St., 3rd Flr.  
Toronto M5G 1Z6  
416-965-3165 (TDD/Voice)

CABINET 2

The Office Responsible for Disabled Persons was established in 1985 with the appointment of a Minister Responsible for Disabled Persons. It has four primary responsibilities: public inquiry, promotion and awareness of the abilities of **disabled persons**, policy coordination, and community liaison. The Ontario Advisory Council on the Physically Handicapped reports to the Minister Responsible for Disabled Persons.

The office promotes awareness of the government's programs and encourages the responsiveness of the policy development process to the needs of disabled persons. It

administers a **Community Action Fund** which assists organizations in undertaking initiatives that promote equality and full participation, in social and economic life of persons who are disabled.

**PUBLICATIONS:** Guide to Ontario Government Programs and Services for Disabled Persons; Courier Newsletter; Community Action Fund (for organizations and agencies); Inventory of Ontario Government Programs and Services for Disabled Persons (for organizations and agencies); Guide for Disabled Drivers in Ontario.

ONTARIO ADVISORY COUNCIL ON THE  
PHYSICALLY HANDICAPPED  
700 Bay St., Ste. 203  
Toronto M5G 1Z6  
416-965-9537 (TDD/Voice)

CABINET 3

The Ontario Advisory Council on the Physically Handicapped advises the government on issues concerning people with **disabilities** in Ontario.

The 17 members meet regularly in Toronto and hold periodic consultation meetings across the province. Council reports to the Legislature through the Minister Responsible for Disabled Persons and publishes an annual report.

OFFICE FOR SENIOR CITIZENS' AFFAIRS  
76 College St., 6th Flr.  
Toronto M7A 1N3  
416-965-5106

CABINET 4

The Office for Senior Citizens' Affairs develops a policy framework for the provision of services and the coordination of existing policy and programs for **senior citizens**. It has specific responsibilities in the areas of health and social services for seniors as set out in the June 1986 **White Paper**. The Office also provides information to senior citizens and promotes recognition of their contributions to the community. It produces the 'Guide for Senior Citizens' (in English and French); promotes **Ontario Senior Citizens' Month** each June; provides **research** support for eligible projects; assists in policy development with line ministries; financially supports the **Crane Memorial Library** on geriatric and gerontological literature; and maintains links with a wide variety of seniors' organizations and professional groups in the private/voluntary sector.

ONTARIO ADVISORY COUNCIL ON SENIOR  
CITIZENS  
700 Bay St., Ste. 203  
Toronto M5G 1Z6  
416-965-2324 (TDD/Voice)

CABINET 5

The Ontario Advisory Council on Senior Citizens advises the Government of Ontario through the Minister for Senior Citizens' Affairs on matters pertaining to the well-being of the aged and aging population in Ontario. Council promotes the development of opportunities for self-help for **senior citizens** and reviews current policies which concern aged and aging persons. Appointed by Order-in-Council, it consists of 14 members from across the Province who meet regularly. An annual report is published. Council produces a quarterly **publication**, 'Especially for Seniors', which is mailed to all Ontario senior citizens receiving the Old Age Security Pension.

ACTS

ACTS

CABINET 6

The Office of the Premier administers the following Acts:

Executive Council Act

Lieutenant Governor Act

Policy and Priorities Board of Cabinet Act

Representation Act

## MANAGEMENT BOARD OF CABINET

Frost Building South

Queen's Park, Toronto M7A 1Z6

The Treasury Board preceded the Management Board of Cabinet. The Treasury Board, composed of members of the Executive Council, was first established in 1886 under the Audit Act, and continued from 1954 under the Financial Administration Act. The Board, with the Treasurer as Chairman, acted as a committee of the Executive Council on all matters relating to finance, revenues, estimates, expenditures and financial commitments.

Amending legislation of 1956 and later years provided that the Board have a Secretary with a staff. The Treasury Board Secretariat came to function as a department.

In December, 1971, the Management Board of Cabinet and its Secretariat were established under the Management Board of Cabinet Act.

### MANAGEMENT BOARD OF CABINET

MANAGEMENT BOARD OF CABINET

MBC 1

Frost Bldg. S., 7th Flr.

Queen's Park, Toronto M7A 1Z6

416-586-2000

The Management Board of Cabinet is the Committee of Cabinet comprising a Chairman (586-2020), a Vice-Chairman and four to six other members of the Executive Council designated by the Lieutenant-Governor-in-Council, responsible for coordinating the financial and administrative operations of the government. The Board operates under the authority of the Management Board of Cabinet Act. It officially represents the Government of Ontario as the employer of its public servants.

### MANAGEMENT BOARD SECRETARIAT

MANAGEMENT BOARD SECRETARIAT

MBC 2

Frost Bldg. S., 7th Flr.

Queen's Park, Toronto M7A 1Z6

416-586-2000

The Management Board Secretariat provides analytical and administrative support to the Management Board of Cabinet. Divisions and branches of the Management Board Secretariat are described in the entries that follow. The Office of the Secretary directs the operation and administration of the Management Board Secretariat.

### PROGRAMS AND ESTIMATES DIVISION

PROGRAMS AND ESTIMATES DIVISION

MBC 3

Frost Bldg. S., 6th Flr.

Queen's Park, Toronto M7A 1Z6

416-586-2131

The Programs and Estimates Division is responsible for corporate expenditure and manpower control and the Expenditure Estimates process, and is a major participant in the Government's Resource Allocation process. The Division ensures that formal attention

## 8 Management Board of Cabinet

is given to results in the management of programs. It supports and advises Management Board and other Cabinet Committees in reviewing program implementation plans and proposals, and assessing financial, manpower and results implications of proposed new or revised legislation, regulations, policies and programs. To discharge these functions, the division is organized into three branches: Education and Social Services (586-2060), Justice and General Government (586-2001), and Resources Development (586-2022). These three branches have common responsibilities in relation to ministries and Cabinet Committees.

A fourth branch, Expenditure Policy and Divisional Services (586-2070), coordinates general expenditure and manpower control policies, as well as services for the division.

The fifth branch, Government Activity Review (586-2022), implements the Managing by Results concept and, in conjunction with other ministries, reviews government programs.

### INFORMATION TECHNOLOGY DIVISION

#### INFORMATION TECHNOLOGY DIVISION

MBC 4

56 Wellesley St. W., 4th Flr.  
Toronto M7A 1Z6  
416-586-2121

The Information Technology Division develops and supports corporate administrative policies, strategies and plans which encourage the effective use of information technology in the Ontario Government.

The Division also advises the Chairman and Secretary of the Management Board of Cabinet on information technology issues and provides information systems support services and facilities to the Management Board Secretariat.

The Information Technology Division administers a **Technology Opportunity Fund** that offers development funds to ministries to promote the wise use of new technologies for improved government productivity.

### MANAGEMENT POLICY DIVISION

#### MANAGEMENT POLICY DIVISION

MBC 5

Frost Bldg. S., 6th Flr.  
Queen's Park, Toronto M7A 1Z6  
416-586-2030

Management Policy Division develops and administers Management Board approved administrative and management policies. These cover a wide range of activities, including procurement of goods and services, real property and creative services, **Freedom of Information**, agency administration, employee expenses and the **Visual Identity Program**. It advises Management Board on exemptions from such policies and on revisions to existing ones. A major responsibility is the provision of information and advice to ministries of the Ontario Government on their administrative and management systems. The division is also responsible for the Management Board of Cabinet **Directives and Guidelines**.

Management Policy Division promotes effective government organization and develops and applies policies to ensure consistency in government administration. It advises Man-

agement Board and the ministries on changes to existing organizations and the establishment of new ones, on the number and nomenclature of executive positions and the organizational implications of new policies and programs. Advice is provided to Management Board on the roles, responsibilities and reporting relationships of agencies in the Ontario Government.

## **CIVIL SERVICE COMMISSION**

### **CIVIL SERVICE COMMISSION**

MBC 6

Frost Bldg. S., 3rd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-3189

The Civil Service Commission monitors and reports on the performance of the government as an employer, with particular emphasis on compliance with the Public Service Act and the maintenance of the merit principle. The Commission is also responsible for developing corporate values on matters such as conflict of interest and employee ethics. The Commission's authority for policy development and administration with respect to human resources management has been delegated to the Human Resources Secretariat and the ministries.

## **HUMAN RESOURCES SECRETARIAT**

### **HUMAN RESOURCES SECRETARIAT**

MBC 7

Frost Bldg. S., 7th Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-2076

The Human Resources Secretariat, as the corporate advocate for promoting the best practices in human resources management, provides advice and support to ministries. The Secretariat develops human resources management policies, programs, and initiatives in consultation with ministries, and in support of the business of government. The Secretariat also acts on behalf of Management Board of Cabinet, the employer, in collective bargaining and employee relations matters, and on behalf of the Civil Service Commission for most human resource functions set out in the Public Service Act.

## **EMPLOYEE RELATIONS AND COMPENSATION DIVISION**

MBC 8

Frost Bldg. S., 3rd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-1009

The Employee Relations and Compensation Division acts on behalf of the employer in all matters concerning collective bargaining and employee relations; develops, recommends, implements and maintains policies and standards on pay and position administration; monitors pay and classification in the public service; develops policies on benefits and pensions for public servants; and provides advice and guidance to ministries and government agencies on special compensation issues.

STAFF RELATIONS BRANCH

MBC 9

Frost Bldg. S., 2nd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-2002

The Staff Relations Branch represents the Crown as the employer in all **collective bargaining** in the **Ontario Public Service**. It determines and coordinates policy on **labour relations** with all ministries. The branch collects, analyzes and exchanges **statistics** and other data on **employment** and **compensation** practices in the public and private sectors.

NORTHERN ONTARIO RELOCATION PROGRAM

MBC 10

Ferguson Block, 9th Flr.  
Queen's Park, Toronto M7A 1Z5  
416-963-3801

This program provides central coordination of the human resource component in the decentralization of government operations to the North. It assists ministries with the identification, research and resolution of human resource issues, as well as formulation of recommendations for changes to policy and procedures through a coordinator's council to the Deputy Ministers' Steering Committee.

BENEFITS POLICY BRANCH

MBC 11

Frost Bldg. S., 2nd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-9419

The Benefits Policy Branch develops, recommends, implements and maintains policies with respect to **pensions** and **benefit** programs for **Ontario Public Service (OPS) employees**. It coordinates activities of committees monitoring pension escalation fund and **insurance** programs; assists the Staff Relations Branch in negotiating employee benefits in the OPS and produces, updates and distributes information on benefits and pensions to all civil servants. For questions on the administration of benefit plans, call the respective ministry personnel branch or Employee Benefits and Data Services Branch, Ministry of Government Services (965-6861). Administrative support is also given to the **Quarter Century Club** of the Province of Ontario (965-5761).

PAY AND CLASSIFICATION BRANCH

MBC 12

Frost Bldg. S., 2nd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-1022

The Pay and Classification Branch administers the classification of all non-executive positions in the Ontario Public Service (OPS). It develops policy and standards for classification and makes recommendations to the Commission on **pay** policy for **Ontario Public Service employees**. The Branch recommends pay revisions for management and bargaining unit classes and develops the technology used in the maintenance of pay determination processes, monitoring and cost forecasting systems. It also provides training for personnel officers and line managers in **compensation**

**CORPORATE SERVICES DIVISION**

MBC 13

Frost Bldg. S., 3rd Flr.  
 Queen's Park, Toronto M7A 1Z5  
 416-965-3179

This Division provides corporate services and policy direction to ministries in staffing, education and the **French** language, and a corporate consultative service capability in human resources management. As well, the Division provides financial, administrative, and personnel services to the Human Resources Secretariat, the Civil Service Commission, and the Public Sector Pensions Advisory Board, and personnel services to the Management Board of Cabinet.

The Division has three branches: Education Services, Staffing Services, and Administrative Services.

**EDUCATION SERVICES BRANCH**

MBC 14

151 Bloor St. W., 9th Flr.  
 Toronto M5S 1S4  
 416-965-3935

The branch has 3 sections: Education Programs, French Language Services, and Consulting Services.

Education Programs Section (965-1438) provides a wide range of corporate training and development courses and seminars on a charge-back or fee-for-service basis. It supports Ministries in areas of **educational** needs analysis, train the trainer methodologies and in-house and custom designed programs. An Education Programs course calendar is produced for OPS client groups.

French Language Services Section (965-4162) offers **french language** training to OPS employees. The section provides french language testing and assists Ministries with the recruitment of bilingual staff through the development and maintenance of an inventory of bilingual and francophone employees. In addition, the Section coordinates **exchanges** of Ontario Government employees with Quebec and administers the **Ontario-Quebec Student Job Exchange** program.

Consulting Services Section (965-2091) provides active assistance to Ministries in the implementation of human resource management policies, programs and initiatives. The section also offers consulting services in managing organizational change and improving organizational effectiveness.

**STAFFING SERVICES BRANCH**

MBC 15

Frost Bldg. S., 1st Flr.  
 Queen's Park, Toronto M7A 1Z5  
 416-965-1483  
 416-965-6081

The branch develops staffing policies, services and employment-related initiatives such as the internship program. It collects and analyses information on staffing activity across the Ontario Public Service, provides employment information to people and organizations outside the service, and researches employment trends and developments. Branch initiatives will also include the review of selected personnel policies and programs.

Employment Services Section (965-6081) provides staffing or recruitment services to the

ministries, agencies, boards and commissions of the Ontario government. These services include advice and help in special staffing situations involving the **disabled**, placement of employees returning to work from extended sick leave ( **Long Term Income Protection** and advice on special education or work programs. The Staffing Section also maintains a **Central Resource Bank** of qualified job applicants for use by ministries to fill staffing requirements. Skill testing for applicants is administered in this Section. Services to the public include **employment** information and advice, placement of qualified applicants in the Resource Bank and provision of **job** information to secondary and post-secondary institutions.

Policy and Program Development Section (965-1483) develops policies and programs for staffing the Ontario Public Service. The Section provides advice, interpretations and assistance to ministries recruiting and selecting their employees under delegated authority. Ministry personnel administrators and line managers are trained to apply new and established staffing initiatives.

### ADMINISTRATIVE SERVICES BRANCH

MBC 16

Frost Bldg. S., 3rd Flr.

Queen's Park, Toronto M7A 1Z5

416-965-1463

Administrative Services Branch coordinates the provision of financial, administrative, and personnel services to the Human Resources Secretariat, Civil Service Commission, and Public Sector Pensions Advisory Board and personnel services to the Management Board of Cabinet.

Financial Services (965-5404) offers budgetary and financial planning and analysis services to management. It also liaises with the Management Board Secretariat with respect to financial and estimates issues.

Administrative Services (965-5768) is responsible for liaison activities related to accommodation, purchasing, records management, and a central equipment centre. The section also administers a **reading room** for the Human Resources Secretariat, Civil Service Commission, Management Board of Cabinet, and Ministry of Treasury and Economics.

Information Systems (965-1401) provides and maintains human resource information. It assists the Human Resources Secretariat with systems applications, training on microcomputers and procedures for obtaining, maintaining and using records.

Personnel Services (965-2065) works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It is responsible for the establishment of ministry personnel policies and procedures, and appropriate classification and compensation levels for all employees, staff recruitment, training, counselling and all matters affecting working conditions and performance. The section maintains personnel, payroll, and employee benefit records. Personnel Services also plans, develops and coordinates the **Affirmative Action Program** within the Human Resources Secretariat to improve the status of female employees, with the goal of ensuring equal opportunity for women.

## PLANNING AND DEVELOPMENT DIVISION

MBC 17

Frost Bldg. S., 3rd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-5443

This Division provides leadership in the development of plans and systems in the human resources field. It conducts research on the social/economic/legislative environment and employment policies and practices in the private and public sectors. The Division integrates various government initiatives to ensure that human resource management considerations are included in ministries' strategic plans. It also provides leadership in the development and training of executives.

## EXECUTIVE MANAGEMENT BRANCH

MBC 18

Frost Bldg. S., 3rd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-5435

The Executive Management Branch designs, administers, and coordinates programs related to staffing, compensation, education and human resources planning of the executive ranks of the Ontario Public Service.

## PLANNING AND RESEARCH BRANCH

MBC 19

Frost Bldg. S., 3rd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-3728

This branch conducts research on the social/economic/legislative environment and employment policies and practices in the private and public sectors. It develops an employment strategy which reflects these trends and is congruent with the goals and strategic direction of the government. The Branch's objective is to provide leadership both in the workplace environment and in employment practices.

## COMMUNICATIONS

MBC 20

151 Bloor St. W., 9th Flr.  
Toronto M5S 1S4  
416-965-5621  
416-965-6581

The Communications section collects, edits and publishes material for **TOPICAL** and other publications of the Human Resources Secretariat, and coordinates and processes personnel **advertising** in **JOB MART** and external media.

The section also coordinates, edits and publishes Volume 2 and its supplement of the **Manual of Administration**, the Public Service Act and Regulations, internal newsletters and other directives.

Marketing, graphic arts and publishing advice and production are provided to other areas of the Human Resources Secretariat, as requested.

## 14 Management Board of Cabinet

### PUBLIC SECTOR PENSIONS ADVISORY BOARD

#### PUBLIC SECTOR PENSIONS ADVISORY BOARD

MBC 21

101 Bloor St. W., 3rd Flr.

Toronto M5S 1P7

416-963-1302

The Board provides the Chairman of the Management Board of Cabinet with information and advice on all matters relating to employee pensions in the Ontario Public Sector. It provides a focus for submissions on these issues from public employers, employees, unions, pensioners, plans administrators, trustees and other interested parties.

### ACTS

#### ACTS

MBC 22

The following is a list of Acts administered by the Management Board of Cabinet.

Management Board of Cabinet Act, 1971

Public Service Act, 1981

Public Service Superannuation Act

Successor Rights (Crown Transfers Act), 1977

Superannuation Adjustment Benefits Act

## LEGISLATIVE OFFICES

Legislative Building

Queen's Park, Toronto M7A 1A2

### LEGISLATIVE ASSEMBLY

### LEGISLATIVE 1

The Legislative Assembly, commonly called the House, consists of 125 men and women **Members of Provincial Parliament (MPP)** elected by people in their constituencies to represent them at Queen's Park. The Legislative Assembly performs three main functions: legislative (considers proposals for **legislation** or **bills**; enacts, amends and repeals legislation); financial (authorizes the collection of funds from the people of Ontario); and critical (criticizes the policies put forth by the Premier and the Cabinet to ensure that policies are in the best interests of the public). The Speaker of the Assembly is the presiding officer and is responsible for both policy and operations of the Legislature. The Clerk of the Assembly is the principal permanent officer of the Assembly and provides the Speaker and MPPs with procedural advice. The Director of Administration is responsible for financial, personnel and other associated administrative services for the Legislature.

Another important feature of the Legislative Assembly is the committee system, which is designed to enhance the legislative process. There are three types of committees, commonly known as Standing Committees, Select Committees and the Committee of the Whole House. These committees are involved in reviewing legislation, scrutinizing budget estimates and undertaking special studies or investigations.

**Standing Committees**, composed of a group of Members drawn from each political party, are created and given areas of jurisdiction at the beginning of each session. Standing committees meet as long as the Legislative Assembly is in session and often during recesses, and report to the Assembly from time to time on matters referred to them. Standing Committees are automatically terminated when a session ends.

**Select Committees**, composed of fewer Members than Standing Committees, are ad hoc groups appointed by the Legislative Assembly to inquire into specific and complex issues. A Select Committee is dissolved once its task is completed.

**Committee of the Whole House** refers to the Legislative Assembly when it sits in the House to debate certain matters (usually a bill after it has had second reading). Instead of the Speaker, it is the Deputy Speaker or the Chairman of the Committee of the Whole House who presides over this sitting.

Information on select and standing committees may be obtained from the Office of the Clerk of the Legislative Assembly, Legislative Building, Queen's Park, Toronto M7A 1A2, telephone 416-965-1406.

Members of Provincial Parliament and their **constituency offices** are listed below. The list consists of two parts: member/constituency and constituency/member. The member-/constituency list includes constituency addresses and local and toll-free telephone numbers for each MPP. Refer to the Government of Ontario Telephone Directory for MPPs' local telephone numbers in Queen's Park, Toronto.

MEMBER/CONSTITUENCY

*Richard Allen, NDP*  
(Hamilton West)  
196 Locke St.  
**Hamilton L8P 4B4**  
416-527-2556

*Philip Andrewes, PC*  
(Lincoln)  
1212 Ontario St.  
Box 879  
**Beamsville L0R 1B0**  
416-563-4973  
If long distance ask  
operator for Zenith 76540

*George Ashe, PC*  
(Durham West)  
37 Station Plaza  
**Ajax L1S 1S2**  
416-683-6707

*Reuben Baetz, PC*  
(Ottawa West)  
360 Richmond Rd.  
**Ottawa K2A 0E8**  
613-729-9310

*Bill Barlow, PC*  
(Cambridge)  
13 Ainslie St. S.  
**Cambridge N1R 3J9**  
519-623-5852  
If long distance ask  
operator for Zenith 23140

*Claude Bennett, PC*  
(Ottawa South)  
1695 Bank St., 2nd Flr.  
**Ottawa K1V 7Z3**  
613-733-6801

*Leo Bernier, PC*  
(Kenora)  
105 Main St. S.  
**Kenora P9N 2X7**  
807-468-6311 and

255 Van Horne Ave.  
**Dryden P8N 2C3**  
807-223-3000  
If long distance ask  
operator for Zenith 52990 and

Hwy. 72  
**Sioux Lookout P0V 2T0**  
807-737-1665 and

First St., P.O. Box 99  
**Hudson P0V 1X0**  
807-582-3594

*Maurice Bossy, LIB*  
(Chatham Kent)  
30 Raleigh St.  
**Chatham N7M 2M7**  
519-351-3713

*Hon. James Bradley, LIB*  
(St. Catharines)  
71 King St., Ste. 201  
**St. Catharines L2R 3H7**  
416-684-1661

*Andy Brandt, PC*  
(Sarnia)  
155 N. Front St.  
Seaway Towers  
**Sarnia N7T 7V5**  
519-344-9434

*Mike Breaugh, NDP*  
(Oshawa)  
40 King St. W., 3rd Flr., Ste. 301  
**Oshawa L1H 1A4**  
416-723-2411

*Marion Bryden, NDP*  
(Beaches-Woodbine)  
2118 Danforth Ave.  
**Toronto M4C 1J9**  
416-421-1810

*Robert V. Callahan, LIB*  
(Brampton)  
1 Bartley Bull Parkway, Ste. 20  
**Brampton L6W 3T7**  
416-453-8453

*Elinor Caplan, LIB*  
(*Oriole*)

30 Esterbrooke Ave., Ste. 201  
**North York M2J 2C4**  
416-494-6856 or 494-2812

*Brian Charlton, NDP*  
(*Hamilton Mountain*)

688 Queensdale Ave. E., 3rd Flr.  
**Hamilton L8V 1M1**  
416-388-9734

*Hon. Sean Conway, LIB*  
(*Renfrew North*)

203 Renfrew St.  
**Pembroke K8A 5S2**  
613-735-6627  
If long distance ask  
operator for Zenith 20970

*Dave Cooke, NDP*  
(*Windsor-Riverside*)

4848 Tecumseh Rd. E., Unit 8  
**Windsor N8T 1B8**  
519-944-4343

*David R. Cooke, LIB*  
(*Kitchener*)

742 King St. W., Unit 5  
**Kitchener N2G 1E7**  
519-579-5460

*Joseph Cordiano, LIB*  
(*Downsview*)

1056 Wilson Ave., Ste. 101  
**Downsview M3K 1G6**  
416-630-8931

*Donald Cousens, PC*  
(*York Centre*)

8444 Woodbine Ave.  
**Markham L3R 4X7**  
416-475-0021  
If long distance ask  
operator for Zenith 70360

*Sam Cureatz, PC*  
(*Durham East*)

34A King St. W.  
**Bowmanville L1C 1R3**  
416-623-6663  
If long distance ask  
operator for Zenith 13140 and

192 Queen St.,  
**Port Perry L0B 1N0**  
416-985-9968 and

909 Simcoe St. N., Ste. 4  
**Oshawa L1G 4W1**  
416-571-2084

*Hon. Alvin Curling, LIB*  
(*Scarborough North*)

4002 Sheppard Ave. E., Ste. 204  
**Scarborough M1S 4R5**  
416-297-5040

*William C. Davis, PC*  
(*Scarborough Centre*)

Elane Plaza Shopping Centre, Ste. 104  
2800 Eglinton Ave. E.  
**Scarborough M1J 2C9**  
416-261-9525

*Gordon Dean, PC*  
(*Wentworth*)

6 King St. E.  
**Stoney Creek L8G 1J8**  
416-662-4442  
If long distance ask  
operator for Zenith 15630

*Hon. John Eakins, LIB*  
(*Victoria-Haliburton*)

1 Russell St. E., Unit 3  
**Lindsay K9V 1Z7**  
705-324-6654  
If long distance dial  
1-800-461-7672

## 18 Legislative Offices

*Hon. Hugh Edighoffer, LIB*  
(Perth)

156 Waterloo St. S.

**Stratford N5A 4B4**

519-271-2081

If long distance ask  
operator for Zenith 19930

*Hon. Murray Elston, LIB*  
(Huron Bruce)

816 Queen St.

Box 565

**Kincardine N2Z 2Y9**

519-396-4735

If long distance ask  
operator for Zenith 14520 and

198 Josephine St.

**Wingham N0G 2W0**

519-357-2463

If long distance ask  
operator for Zenith 14520

*Herb Epp, LIB*

(Waterloo North)

55 Erb St. E., Ste. 315

**Waterloo N2J 4K8**

519-886-0780

*Ernie Eves, PC*

(Parry Sound)

159 Marie St.

**South River P0A 1X0**

705-386-0091

If long distance dial  
1-800-461-7511 and

7 Miller St.

**Parry Sound P2A 1S7**

705-746-4266

*Rick E. Ferraro, LIB*

(Wellington South)

179 Woolwich St.

**Guelph N1H 3V4**

519-836-4190

*Susan Fish, PC*

(St. George)

65 Wellesley St. E., Ste. 203

**Toronto M4Y 1G7**

416-964-7060

*René Fontaine, LIB*

(Cochrane North)

12B Byng Ave.

**Kapuskasing P5N 1W3**

705-335-6400

If long distance ask  
operator for Zenith 80880 and

810 George St., Box 2556

**Hearst P0L 1N0**

705-362-7444 and

*Jim Foulds, NDP*

(Port Arthur)

21 St. Paul St.

**Thunder Bay 'P' P7A 4S4**

807-345-3647

If long distance ask  
operator for Zenith 80790

*Hon. Ed Fulton, LIB*

(Scarborough East)

255 Morningside Ave., Ste. 309

Morningside Mall

**Scarborough M1E 3E6**

416-281-2787

*Evelyn Gigantes, NDP*

(Ottawa Centre)

348 Bronson Ave.

**Ottawa K1R 6J3**

613-237-0212

*Phil Gillies, PC*

(Brantford) P. O. Box 324

172 Dalhousie St.

**Brantford N3T 2J7**

519-759-0361

*Jim Gordon, PC*

(Sudbury)

96 Larch St., Ste. 302

**Sudbury P3E 1C1**

705-675-1914

*Tony Grande, NDP*  
*(Oakwood)*  
 1753 Eglinton Ave. W.  
**Toronto M6E 2H7**  
 416-789-9866

*Hon. Bernard Grandmaitre, LIB*  
*(Ottawa East)*  
 25 Montreal Rd.  
**Vanier K1L 6E8**  
 613-744-4484

*Bud Gregory, PC*  
*(Mississauga East)*  
 377 Burnhamthorpe Rd. E., Unit 17  
**Mississauga L5A 3Y1**  
 416-276-1010

*Ruth Grier, NDP*  
*(Lakeshore)*  
 2800 Lakeshore Blvd. W.  
**Toronto M8V 1H5**  
 416-259-2249

*Larry Grossman, PC*  
*(St. Andrew-St. Patrick)*  
 123 Davenport Rd.  
**Toronto M5R 1H8**  
 416-960-0815

*Luc Guindon, PC*  
*(Cornwall)*  
 345 Montreal Rd.  
**Cornwall K6H 1B6**  
 613-933-6513

*Ray Haggerty, LIB*  
*(Erie)*  
 228 Catherine St.  
**Port Colborne L3K 4K8**  
 416-835-8342  
 If long distance ask  
 operator for Zenith 36950

*Mike Harris, PC*  
*(Nipissing)*  
 374 Fraser St., Ste. 1  
**North Bay P1B 3W7**  
 705-474-8340  
 If long distance ask  
 operator for Zenith 32580 and

229 Main St.  
**Sturgeon Falls P0H 2G0**  
 705-753-1620

*Christine Hart, LIB*  
*(York East)*  
 196 O'Connor Dr.  
**Toronto M4J 2T1**  
 416-425-4560

*Patrick Hayes, NDP*  
*(Essex North)*  
 Box 100  
**Belle River N0R 1A0**  
 519-728-1074  
 If long distance ask  
 operator for Zenith 80510

*James Henderson, M.D., LIB*  
*(Humber)*  
 3065 Bloor St. W.  
**Toronto M8X 1C6**  
 416-236-2702

*Mickey Hennessy, PC*  
*(Fort William)*  
 294 East Brock St.  
**Thunder Bay 'F' P7E 4H4**  
 807-623-1011 and

612 Simpson St.  
**Thunder Bay 'F' P7C 3J7**  
 807-623-4450

*Cam Jackson, PC*  
*(Burlington South)*  
 460 Brant St., Unit #23  
**Burlington L7R 4B6**  
 416-639-7924

*Jack Johnson, PC*  
(Wellington-Dufferin-Peel)  
165 King St. W.  
**Mount Forest N0G 2L0**  
519-323-3991  
If long distance ask  
operator for Zenith 60140

*Richard Johnston, NDP*  
(Scarborough West)  
3553 St. Clair Ave. E.  
**Scarborough M1K 1L6**  
416-266-1725

*Hon. Vince Kerrio, LIB*  
(Niagara Falls)  
5089 Victoria Ave.  
**Niagara Falls L2E 4E2**  
416-357-0681

*Hon. Kenneth A. Keyes, LIB*  
(Kingston and Islands)  
51 Queen St.  
**Kingston K7K 1A3**  
613-547-2385

*Don Knight, LIB*  
(Halton-Burlington)  
153 Main St. E.  
**Milton L9T 1N7**  
416-878-1729

*Hon. Monte Kwinter, LIB*  
(Wilson Heights)  
539 Wilson Heights Blvd.  
**Downsview M3H 2V7**  
416-630-0080

*John Lane, PC*  
(Algoma-Manitoulin)  
Algo Centre  
151 Ontario Ave.  
**Elliot Lake P5A 2T2**  
705-461-9710  
If long distance ask  
operator for Zenith 60710 and

115 Tudhope Ave.  
P. O. Box 592  
**Espanola P0P 1C0**  
705-869-4881

*Floyd Laughren, NDP*  
(Nickel Belt)  
372 Errington St.  
Box 808  
**Chelmsford P0M 1L0**  
705-855-3531  
If long distance ask  
operator for Zenith 44270

*Nicholas Leluk, PC*  
(York West)  
5415 Dundas St. W., Ste. 200  
**Islington M9B 1B5**  
416-239-4378

*Tony Lupusella, LIB*  
(Dovercourt)  
1079 College St.  
**Toronto M6H 1B4**  
416-537-2581

*Bob Mackenzie, NDP*  
(Hamilton East)  
1522 Main St. E.  
**Hamilton L8K 1E3**  
416-544-9644

*Remo Mancini, LIB*  
(Essex South)  
7 Talbot St. W.  
**Leamington N8H 1N3**  
519-326-2031  
If long distance dial  
1-800-256-5344

*Margaret Marland, PC*  
(Mississauga South)  
106 Lakeshore Rd. E.  
**Mississauga L5G 1E3**  
416-278-1557

*Elie Martel, NDP*  
*(Sudbury East)*  
 R.R. 1, Site 3  
 4527 Elmview Dr.  
**Hanmer P0M 1Y0**  
 705-969-3621  
 If long distance ask  
 operator for Zenith 52970

*Bruce McCaffrey, PC*  
*(Armourdale)*  
 4866A Yonge St.  
**Willowdale M2N 5N2**  
 416-224-5706

*George McCague, PC*  
*(Dufferin Simcoe)*  
 Main Legislative Bldg., Rm. 160  
**Queen's Park, Toronto M7A 1A2**  
 416-965-8983  
 If long distance dial  
 1-800-268-7542

*Ross McClellan, NDP*  
*(Bellwoods)*  
 679 St. Clair Ave. W.  
**Toronto M6C 1A7**  
 416-658-0563

*David McFadden, PC*  
*(Eglinton)*  
 2485A Yonge St.  
**Toronto M4P 2H5**  
 416-482-2480

*James McGuigan, LIB*  
*(Kent Elgin)*  
 12 Erie St. S.  
 P. O. Box 40  
**Merlin N0P 1W0**  
 519-689-4031 and

47 Main St. W.  
**Ridgetown N0P 2C0**  
 519-674-2853  
 If long distance ask  
 operator for Zenith 42230 and

182 Main St.  
**West Lorne N0L 2P0**  
 519-768-2930

*Bob McKessock, LIB*  
*(Grey)*  
 11 Main St. W.  
 P. O. Box 470  
**Markdale N0C 1H0**  
 519-986-3102  
 If long distance ask  
 operator for Zenith 22140

*Allan McLean, PC*  
*(Simcoe East)*  
 41 Coldwater St. E.  
 Box 2320  
**Orillia L3V 6S2**  
 705-326-3246  
 705-835-3244

*Ron McNeil, PC*  
*(Elgin)*  
 540 Talbot St.  
**St. Thomas N5P 1C4**  
 519-631-0666  
 If long distance ask  
 operator for Zenith 11520

*Frank Miller, PC*  
*(Muskoka)*  
 31 Dominion St.  
 Box 2083  
**Bracebridge P0B 1C0**  
 705-645-2341  
 If long distance ask  
 operator for Zenith 27370

*Gordon Miller, LIB*  
*(Haldimand-Norfolk)*  
 The Explorer Inn  
**Jarvis N0A 1J0**  
 519-587-2716  
 If long distance ask  
 operator for Zenith 11340

*Robert Mitchell, PC*  
(Carleton)  
The Mallorn Centre  
301 Moodie Dr., Ste. 300  
**Nepean K2H 9C4**  
613-726-0827

*Gilles Morin, LIB*  
(Carleton East)  
2057 Meadowbrooke St.  
**Gloucester K1B 4W7**  
613-749-9941

*Karl Morin-Strom, NDP*  
(Sault Ste. Marie)  
123 March St., Rm. 203  
**Sault Ste. Marie P6A 2Z5**  
705-949-6959

*Hon. Dr. Lily Munro, LIB*  
(Hamilton Centre)  
346 Main St. E.  
**Hamilton L8N 1J2**  
416-529-1277

*Bernard Newman, LIB*  
(Windsor-Walkerville)  
1299 Erie St. E.  
**Windsor N9A 3Z6**  
519-258-3922

*Hon. Robert Nixon, LIB*  
(Brant-Oxford-Norfolk)  
63 Grand River St. N.  
**Paris N3L 2M3**  
519-442-6445  
If long distance ask  
operator for Zenith 75820

*Terry P. O'Connor, PC*  
(Oakville)  
305 Lakeshore Rd. E.  
**Oakville L6J 1J3**  
416-845-0298

*Steve Offer, LIB*  
(Mississauga North)  
277 Queen St. S., 2nd Flr.  
**Streetsville L5M 1L9**  
416-826-7200

*Hon. Hugh P. O'Neil, LIB*  
(Quinte)  
111 Dundas St. E.  
Box 427  
**Trenton K8V 5R6**  
613-392-3038 and

c/o Century Place  
199 Front St. S., 1st Level  
**Belleville K8N 5H5**  
613-962-1144

*Peter Partington, PC*  
(Brock)  
183 King St.  
**St. Catharines L2R 3J5**  
416-682-3488

*Hon. David Peterson, LIB*  
(London Centre)  
415 Dundas St. E.  
**London N6B 1V9**  
519-433-6631

*Ed Philip, NDP*  
(Etobicoke)  
1058A Albion Rd., Ste. 207  
**Rexdale M9V 1A7**  
416-745-0598

*Jack Pierce, PC*  
(Rainy River)  
235 Scott St.  
**Fort Frances P9A 1G8**  
807-274-7619  
If long distance ask  
operator for Zenith 21980 and

220 O'Brien St.  
**Atikokan P0T 1C0**  
807-597-2629

*Jean Poirier, LIB*  
(Prescott - Russell)  
2011 Laurier St., Box 339  
**Rockland K0A 3A0**  
613-446-4010  
If long distance ask  
operator for Zenith 32560 and

151 Main St. E., Ste. 33  
**Hawkesbury K6A 2H3**  
 613-632-2706  
 If long distance ask  
 operator for Zenith 32560

*Jim Pollock, PC*  
*(Hastings-Peterborough)*  
 10 North St.  
**Stirling K0K 3E0**  
 613-395-3317  
 If long distance ask  
 operator for Zenith 42400

*Claudio Polsinelli, LIB*  
*(Yorkview)*  
 2397 Finch Ave. W.  
**Weston M9M 2X1**  
 416-743-7272

*Alan Pope, PC*  
*(Cochrane South)*  
 84 3rd Ave.  
**Timmins P4N 1C3**  
 705-267-6989  
 If long distance ask  
 operator for Zenith 80770

*Gilles Pouliot, NDP*  
*(Lake Nipigon)*  
 Legislative Bldg., Rm. 330  
**Queen's Park, Toronto M7A 1A2**  
 416-965-9581  
 If long distance dial  
 1-800-268-7192

*Bob Rae, NDP*  
*(York South)*  
 1193 Weston Rd.  
**Toronto M6M 4P6**  
 416-243-2554

*David Ramsay, LIB*  
*(Timiskaming)*  
 29 Duncan Ave.  
**Kirkland Lake P2N 1H5**  
 705-567-4650  
 If long distance ask  
 operator for Zenith 80760 and

524 Ferguson St., Box 429  
**Haileybury P0J 1K0**  
 705-672-2488  
**Toronto M4L 1Y6**

*David Reville, NDP*  
*(Riverdale)*  
 517 Pape Ave.  
**Toronto M4K 3R3**  
 416-461-0223

*Doug Reycraft, LIB*  
*(Middlesex)*  
 11 Main St. E.  
**Lambeth N0L 1S0**  
 519-652-2804  
 519-434-8151 and

71 Front St.  
**Strathroy N7G 1X6**  
 519-245-4840  
 If long distance ask  
 operator for Zenith 64740

*Hon. Jack Riddell, LIB*  
*(Huron Middlesex)*  
 Devon Bldg.  
 476 Main St.  
**Exeter N0M 1S0**  
 519-235-0170  
 If long distance ask  
 operator for Zenith 14730 and

43 West St.  
**Goderich N7A 2K5**  
 519-524-9444

*Earl Rowe, PC*  
*(Simcoe Centre)*  
 124 Dunlop St. E.  
 Box 1209  
**Barrie L4M 5E2**  
 705-737-4242  
 If long distance ask  
 operator for Zenith 54560

*Robert Runciman, PC*  
(Leeds)

32 Wall St.

**Brockville K6V 4R9**

613-342-9522

If long distance ask  
operator for Zenith 20210

*Hon. Tony Ruprecht, LIB*  
(Parkdale)

1264 College St.

**Toronto M6H 1C2**

416-535-3158

*Edward Sargent, LIB*  
(Grey-Bruce)

840 2nd Ave. E.

**Owen Sound N4K 2H3**

519-371-2421

If long distance ask  
operator for Zenith 28850

*Hon. Ian Scott, LIB*  
(St. David)

298C Gerrard St. E., 2nd Flr.

**Toronto M5A 2G7**

416-964-8663

*Howard Sheppard, PC*  
(Northumberland)

55 King St. W., 2nd Flr.

Victoria Hall

**Cobourg K9A 2M2**

416-372-4000

If long distance ask  
operator for Zenith 20960

*Yuri Shymko, PC*  
(High Park-Swansea)

2323 Bloor St. W., 218G

**Toronto M6S 4W1**

416-766-7656

*Dave W. Smith, LIB*  
(Lambton)

4163 Petrolia St.

Box 663

**Petrolia N0N 1R0**

519-882-2547

If long distance ask  
operator for Zenith 63250 and

2 Main St. S.

Box 378

**Forest N0N 1J0**

519-786-6200 and

450B Lyndock St.

**Corunna N0N 1G0**

519-862-2289

If long distance ask  
operator for Zenith 63250  
(open on Wednesday, 12:30pm - 7:00pm)

*Joan E. Smith, LIB*  
(London South)

603 Wellington Rd. S.

**London N6C 4R3**

519-668-0064

*Hon. Gregory Sorbara, LIB*  
(York North)

79 Yonge St. S.

**Aurora L4G 1M1**

416-727-1985

416-889-8622

If long distance ask  
operator for Zenith 18350 and

166 Woodbridge Ave., Ste. 203

**Woodbridge L4L 2S7**

416-851-7401

*Larry L. South, LIB.*  
(Frontenac Addington)

2777 Princess St.

**Kingston K7L 4V2**

613-389-7513

If long distance dial  
1-800-267-2216

*Dr. Bette Stephenson, PC*  
*(York Mills)*  
 121 Willowdale Ave., Ste. 103  
**Willowdale M2N 6A3**  
 416-221-3802

*Norman Sterling, PC*  
*(Carleton-Grenville)*  
 4 Mill St.  
 P.O. Box 535  
**Manotick K0A 2N0**  
 613-692-2403  
 If long distance dial  
 1-800-267-1020

*K. Ross Stevenson, PC*  
*(Durham York)*  
 Whitney Block, Rm. 1412  
**Queen's Park, Toronto M7A 1A2**  
 416-965-4843  
 If long distance ask  
 operator for Zenith 33130

*Mel Swart, NDP*  
*(Welland-Thorold)*  
 195 East Main St.  
**Welland L3B 3W7**  
 416-732-6884  
 416-384-9437

*Hon. John Sweeney, LIB*  
*(Kitchener-Wilmot)*  
 5 Manitou Dr.  
**Kitchener N2C 2J6**  
 519-893-1282

*James Taylor, PC*  
*(Prince Edward- Lennox)*  
 108 Centre St.  
**Napanee K7R 1H3**  
 613-354-4368  
 If long distance ask  
 operator for Zenith 27360 and  
 224 Main St.  
**Picton K0K 2T0**  
 613-476-6732

*Richard Treleavan, PC*  
*(Oxford)*  
 19 Riddell St.  
**Woodstock N4S 6L9**  
 519-537-5222  
 If long distance ask  
 operator for Zenith 29720

*John Turner, PC*  
*(Peterborough)*  
 372 Water St.  
**Peterborough K9H 3L6**  
 705-742-3777  
 If long distance ask  
 operator for Zenith 44260

*Hon. Ron Van Horne, LIB*  
*(London North)*  
 1140 Adelaide St. N., Ste. 6  
**London N5Y 2N5**  
 519-438-1763

*Noble Villeneuve, PC*  
*(Stormont, Dundas and Glengarry)*  
 P. O. Box 238  
**Moose Creek K0C 1W0**  
 613-538-2408  
 If long distance dial  
 1-800-267-7176

*Chris Ward, LIB*  
*(Wentworth North)*  
 23 Main St.  
**Dundas L9H 2P7**  
 416-627-5955  
 If long distance ask  
 operator for Zenith 47350

*David Warner, NDP*  
*(Scarborough-Ellesmere)*  
 3482 Lawrence Ave. E.  
**Scarborough M1H 3E5**  
 416-431-9181

*Bud Wildman, NDP*

*(Algoma)*

Box 1114

**Sault Ste. Marie P6A 5N7**

705-649-2020

If long distance dial

1-800-461-0806

*Douglas Wiseman, PC*

*(Lanark)*

10 Sunset Blvd.

**Perth K7H 2Y2**

613-267-5210

If long distance ask

operator for Zenith 38700

*Hon. William Wrye, LIB*

*(Windsor-Sandwich)*

1010 University Ave. W., Ste. 103

**Windsor N9A 5S4**

519-258-2626

*Paul Yakabuski, PC*

*(Renfrew South)*

19 Renfrew Ave. E.

**Renfrew K7V 2W6**

613-432-3206

If long distance ask

operator for Zenith 44590

## **CONSTITUENCY/MEMBER**

*Algoma*

Bud Wildman, NDP

*Algoma-Manitoulin*

John Lane, PC

*Armourdale*

Bruce McCaffrey, PC

*Beaches-Woodbine*

Marion Bryden, NDP

*Bellwoods*

Ross McClellan, NDP

*Brampton*

Bob Callahan, LIB

*Brantford*

Phil Gillies, PC

*Brant-Oxford-Norfolk*

Hon. Robert Nixon, LIB

*Brock*

Peter Partington, PC

*Burlington South*

Cam Jackson, PC

*Cambridge*

Bill Barlow, PC

*Carleton*

Robert Mitchell, PC

*Carleton East*

Gilles Morin, LIB

*Carleton-Grenville*

Norman Sterling, PC

*Chatham-Kent*

Maurice Bossy, LIB

*Cochrane North*

René Fontaine, LIB

*Cochrane South*

Alan Pope, PC

*Cornwall*

Luc Guindon, PC

*Don Mills*

*Dovercourt*

Tony Lupusella, LIB

*Downsview*

Joseph Cordiano, LIB

*Dufferin-Simcoe*

George McCague, PC

*Durham East*

Sam Cureatz, PC

*Durham West*

George Ashe, PC

*Durham-York*

Ross Stevenson, PC

*Eglinton*

David McFadden PC

*Elgin*

Ron McNeil, PC

*Erie*

Ray Haggerty, LIB

*Essex North*

Patrick Hayes, NDP

*Essex South*

Remo Mancini, LIB

*Etobicoke*

Ed Philip, NDP

*Fort William*

Mickey Hennessy, PC

*Frontenac-Addington*

Larry South, LIB

*Grey*

Bob McKessock, LIB

*Grey-Bruce*

Eddie Sargent, LIB

*Haldimand-Norfolk*

Gordon Miller, LIB

*Halton-Burlington*

Don Knight, LIB

*Hamilton Centre*

Hon. Dr. Lily Munro, LIB

*Hamilton East*

Bob Mackenzie, NDP

*Hamilton Mountain*

Brian Charlton, NDP

*Hamilton West*

Richard Allen, NDP

*Hastings-Peterborough*

Jim Pollock, PC

*High Park-Swansea*

Yuri Shymko, PC

*Humber*

James Henderson, M.D., LIB

*Huron-Bruce*

Hon. Murray Elston, LIB

*Huron-Middlesex*

Hon. Jack Riddell, LIB

*Kenora*

Leo Bernier, PC

*Kent-Elgin*

James McGuigan, LIB

*Kingston & Islands*

Hon. Kenneth A. Keyes, LIB

*Kitchener*

David R. Cooke, LIB

*Kitchener-Wilmot*

Hon. John Sweeney, LIB

*Lake Nipigon*

Gilles Pouliot, NDP

*Lakeshore*

Ruth Grier, NDP

*Lambton*

Dave Smith, LIB

*Lanark*

Douglas Wiseman, PC

*Leeds*

Robert Runciman, PC

*Lincoln*

Philip Andrewes, PC

*London Centre*

Hon. David Peterson, LIB

*London North*

Hon. Ron Van Horne, LIB

*London South*

Joan E. Smith, LIB

*Middlesex*

Doug Reycraft, LIB

*Mississauga East*

Bud Gregory, PC

*Mississauga North*

Steve Offer, LIB

*Mississauga South*

Margaret Marland, PC

*Muskoka*

Frank Miller, PC

*Niagara Falls*

Hon. Vince Kerrio, LIB

*Nickel Belt*

Floyd Laughren, NDP

*Nipissing*

Mike Harris, PC

*Northumberland*

Howard Sheppard, PC

*Oakville*

Terry O'Connor, PC

*Oakwood*

Tony Grande, NDP

*Oriole*

Elinor Caplan, LIB

*Oshawa*

Mike Breagh, NDP

*Ottawa Centre*

Evelyn Gigantes, NDP

*Ottawa East*

Hon. Bernard Grandmaître, LIB

*Ottawa South*

Claude Bennett, PC

*Ottawa West*

Reuben Baetz, PC

*Oxford*

Richard L. Treleavan, PC

*Parkdale*

Hon. Tony Ruprecht, LIB

*Parry Sound*

Ernie Eves, PC

*Perth*

Hon. Hugh Edighoffer, LIB

*Peterborough*

John Turner, PC

*Port Arthur*

Jim Foulds, NDP

*Prescott-Russell*

Jean Poirier, LIB

*Prince Edward-Lennox*

James Taylor, PC

*Quinte*

Hon. Hugh O'Neil, LIB

*Rainy River*

Jack Pierce, PC

*Renfrew North*

Hon. Sean Conway, LIB

*Renfrew South*

Paul Yakabuski, PC

*Riverdale*

David Reville, NDP

*Sarnia*

Andy Brandt, PC

*Sault Ste. Marie*  
Karl Morin-Strom, NDP

*Scarborough Centre*  
William C. Davis, PC

*Scarborough East*  
Hon. Ed Fulton, LIB

*Scarborough-Ellesmere*  
David Warner, NDP

*Scarborough North*  
Hon. Alvin Curling, LIB

*Scarborough West*  
Richard Johnston, NDP

*Simcoe Centre*  
Earl Rowe, PC

*Simcoe East*  
Allan McLean, PC

*St. Andrew-St. Patrick*  
Larry Grossman, PC

*St. Catharines*  
Hon. James Bradley, LIB

*St. David*  
Hon. Ian Scott, LIB

*St. George*  
Susan Fish, PC

*Stormont-Dundas-Glengarry*  
Noble Villeneuve, PC

*Sudbury*  
Jim Gordon, PC

*Sudbury East*  
Elie Martel, NDP

*Timiskaming*  
David Ramsay, LIB

*Victoria-Haliburton*  
Hon. John Eakins, LIB

*Waterloo North*  
Herb Epp, LIB

*Welland-Thorold*  
Mel Swart, NDP

*Wellington-Dufferin-Peel*  
Jack Johnson, PC

*Wellington South*  
Rick Ferraro, LIB

*Wentworth*  
Gordon Dean, PC

*Wentworth North*  
Chris Ward, LIB

*Wilson Heights*  
Hon. Monte Kwinter, LIB

*Windsor-Riverside*  
David Cooke, NDP

*Windsor-Sandwich*  
Hon. William Wrye, LIB

*Windsor-Walkerville*  
Bernard Newman, LIB

*York Centre*  
Donald Cousens, PC

*York East*  
Christine Hart, LIB

*York Mills*  
Dr. Bette Stephenson, PC

*York North*  
Hon. Greg Sorbara, LIB

*York South*  
Bob Rae, NDP

*Yorkview*  
Claudio Polsinelli LIB

*York West*  
Nicholas Leluk, PC

## SPEAKER OF THE LEGISLATIVE ASSEMBLY

LEGISLATIVE 2

Legislative Bldg.

Queen's Park, Toronto M7A 1A2

416-965-2331

The Speaker of the Legislative Assembly is the Chief Presiding Officer and is responsible for both policy and operations. The Speaker also chairs the **Board of Internal Economy** that governs the Assembly's financial affairs, including the review of the estimates. The office includes the **Sergeant-at-Arms of the Legislative Assembly** (965-4625), as well as the **Pages** employed during sessions, and can provide information on the schedule of sittings and sessions of the **Legislature**.

## CLERK OF THE LEGISLATIVE ASSEMBLY

LEGISLATIVE 3

Legislative Bldg.

Queen's Park, Toronto M7A 1A2

416-965-1406

(Collect calls accepted)

The Clerk is the chief permanent officer of the Legislative Assembly with the rank and status of a Deputy Minister. Responsibilities include advising the Speaker and members of the Legislature on questions of procedure and interpretation of rules and practices of the House, and coordinating daily publication of the **Orders and Notices, Votes and Proceedings** and Daily Business papers. These documents contain the matters before the House and are the official record of the activities of the **Legislature**. The Clerk's Office compiles and distributes an interim and final **Status of Business Report** for each Session, which includes information on legislation, expenditure estimates, committee orders of reference, speakers on the Throne and Budget Debates, Sessional Papers and resolutions considered by the House. All current Sessional documents tabled in the House are retained in the Clerk's Office and are available for public inspection. Disclosures with respect to holdings and interests of ministers of the Crown and Parliamentary Assistants are filed with the Clerk and are available for public inspection in his office. The Clerk is Secretary of the Ontario Branch of the **Commonwealth Parliamentary Association** and is responsible for coordinating the activities of the Branch and the Legislature with other Parliaments. This Office will answer questions about the status of **legislation (bills)** from the current and previous Sessions of the Legislature, parliamentary procedure, rules pertaining to Private Bills, and **standing and select committees**.

LEGISLATIVE ASSEMBLY ADMINISTRATION  
OFFICE

LEGISLATIVE 4

Legislative Bldg.

Queen's Park, Toronto M7A 1A2

416-965-9494

The Administration Office provides financial, personnel and associated administrative services for each **Member of Provincial Parliament (MPP)** and his or her staff, the three party caucuses, MPP constituency offices and the various offices under the Office of the Legislative Assembly. In addition, the Administration Office is responsible for information and tours service, and food, beverage and stewards' services in the Legislative Building.

Finance Branch (965-9489) provides administrative and financial services including the coordination of MPP constituency offices (see list under the Legislative Assembly entry),

purchasing of goods and services, supply management, printing services, and general accounting, payroll and expense account services.

Human Resources Branch (965-9492) offers such personnel services as recruitment, staffing, training and development, staff relations, policy development and establishment of classification, compensation, and benefits. Benefits administration is also provided for MPPs and their staff, and the three party caucuses.

Information Services Branch (965-8653) coordinates such programs as Electronic Hansard, the Members' Office Automation/Networking System and Parliamentary Public Relations.

Food and Beverage Services (965-2011) operates the **Members' Dining Room** (965-2011) which offers MPPs, staff and visitors facilities for luncheons and dinners, a cafeteria for occupants of the Legislative Building, and **Steward Services** for the Dining Room and the **Press Gallery Lounge**.

#### INFORMATION SERVICES BRANCH

LEGISLATIVE 5

Legislative Building

Queen's Park, Toronto M7A 1A2

416-965-8653

The Information Services Branch directs the operation of the Information Systems Office, the Parliamentary Public Relations Office and the Broadcast and Recording Service Office. The **Information Systems Office** coordinates the development, introduction, provision and support of computer systems services and automated information management for Members' offices and other departments in the Office of the Legislative Assembly. The **Broadcast and Recording Service Office** operates the **Ontario Legislative Television System (ONT.PARL.)**, an in-house broadcast facility providing coverage throughout the province of House proceedings. The Parliamentary Public Relations Office is described separately.

#### PARLIAMENTARY PUBLIC RELATIONS OFFICE

LEGISLATIVE 6

Legislative Bldg.

Queen's Park, Toronto M7A 1A2

416-965-4028

The Parliamentary Public Relations Office provides general information and publications and conducts individual and group **tours** of the Legislative Building. Legislative guides explain the history of the Legislative Building, discuss the workings of the parliamentary system of Ontario and answer any questions raised by the tour group. Multilingual guides are available. **Art** tours of the Legislative Building can be booked upon request. An outreach program is also available. During sessions, the office will process passes for the public galleries.

An **information service** for the visiting public is located at the main entrance to the Legislative Building. The staff answer questions and provide tourist information concerning Ontario and Toronto attractions. A gift shop containing Ontario **souvenirs** (Mastercard and Visa accepted) is located in the main lobby of the Legislature.

The Parliamentary Public Relations Office provides assistance to the Speaker and Members of Provincial Parliament travelling outside Queen's Park as delegates of the Legislative Assembly. Programs are prepared and implemented for special guests visiting the

Assembly from other jurisdictions. This office is also involved in coordinating and planning many special events in the Legislative Building.

Parliamentary Public Relations is responsible for simultaneous **interpretation services** (English and French) in both the Chamber and the Amethyst Room. Receiving devices for visitors are available in the main lobby of the Legislature. Any questions about this service or **French-language services** in general should be addressed to the Manager at 965-4028.

#### HANSARD REPORTING SERVICE

LEGISLATIVE 7

Legislative Bldg.

Queen's Park, Toronto M7A 1A2

416-965-1456

The Hansard Reporting Service covers the sittings of the **Legislature** of Ontario and its committees and publishes an official report (**Hansard**). Index information on Hansard for the current session of the Legislature can be obtained by calling 965-2159. Hansard is distributed to each Member of Provincial Parliament (MPP) and can also be obtained at the Ontario Government Bookstore, 880 Bay St., Toronto, (965-2054), and most libraries. For subscriptions, contact Sessional Subscriptions, Publications Services, Ministry of Government Services, 5th Flr., 880 Bay St., Toronto, M7A 1N8 (965-2238).

#### LEGISLATIVE LIBRARY

LEGISLATIVE 8

Legislative Bldg.

Queen's Park, Toronto M7A 1A2

416-965-4545

The Legislative Library provides reference and information services to **Members of Provincial Parliament** (MPP) and staff, officers of the Legislative Assembly, research officers for the three parties, and members of the Legislative Press Gallery. It provides a **research** service exclusively for MPPs. The Legislative Library's collection is particularly extensive for social sciences and legal materials. It has a large collection of Canadian, provincial and American government **publications**, as well as all the major Ontario daily and weekly newspapers. The Library administers the **Press Clipping Service**, 700 Bay St., Ste. 1402, (965-2088) which provides MPPs with press clippings from selected Ontario **newspapers**.

The **Checklist and Catalogue Service** 180 Bloor St. W., 5th Flr., (963-1995), which is administered by the Legislative Library, compiles a **bilingual** monthly checklist and annual catalogue of Ontario government publications.

#### COMMISSION ON ELECTION FINANCES

LEGISLATIVE 9

151 Bloor St. W.

Suite 800

Toronto M5S 1S4

416-965-0455

The Commission on Election Finances administers the **Election Finances Act**, 1986 which provides for registration of **political** parties and constituency (riding) associations active in Ontario, candidates in by-elections and provincial elections and candidates in leadership conventions. During a provincial **election** campaign, the Commission supervises limits on campaign expenses and political contributions to registered parties, constituency associations and candidates, and imposes a time period for **advertising**.

The Commission provides **subsidies** to candidates and political parties with respect to campaign expenses incurred. It requires filing of audited campaign period statements of income and expenses by political parties, constituency associations and candidates, and audited annual financial statements, including statements of assets and liabilities by political parties and constituency associations. All filings are made public. There are tax credit receipts within the limits for contributions to parties, riding associations and candidates. Leadership candidates must file audited financial statements of income, including all contributions over \$100, and expenses which are made public. There are no limits on contributions and no tax credits.

Section 72 of the Legislative Assembly Act requires the Commission to annually review and make recommendations on the indemnities and allowances of members of the Assembly, and to report its recommendations to the Speaker for presentation to the Assembly.

#### CHIEF ELECTION OFFICER

LEGISLATIVE 10

70 Lombard St.  
Toronto M5C 1M3  
416-965-6831

The Office of Chief Election Officer (Elections Ontario) conducts provincial elections under the **Ontario Election Act**. The office coordinates appointment, training and payment of **election** officials and arrangements for rentals, equipment and supplies for polling places at an election. It directs and supervises local Returning Officers in each of 130 **electoral districts**; provides a public information film, 'Securing the Vote', and publishes **historical** information dating back to 1867, relating to provincial elections, **legislatures**, cabinets and **political** candidates. The office maintains an Index of Provincial Electoral Districts by street name and number to assist persons who wish to know their electoral district and the name, telephone number and contact address of their **Member of Provincial Parliament** (MPP). See the Legislative Assembly entry for a list of MPPs and their constituency offices.

#### GOVERNMENT CAUCUS OFFICE

LEGISLATIVE 11

Legislative Bldg.  
Queen's Park, Toronto M7A 1A2  
416-965-8512

The Liberal Party (LIB) is at present the party in power. Each Member of Provincial Parliament belonging to the Liberal Party is part of the Government Caucus. The **Caucus** deliberates policies and programs which will become part of **legislation** to be introduced in the Legislature. Specific committees are responsible for certain areas. The Caucus Office has a **Chief Whip** who looks after attendance in full Caucus, committee meetings and in the Legislature, and keeps all Members informed as to what votes are expected in the Legislature. Each Member of Provincial Parliament has a constituency office to serve the needs of the people he or she represents (see list under the Legislative Assembly entry).

PROGRESSIVE CONSERVATIVE PARTY CAUCUS  
OFFICE

LEGISLATIVE 12

Legislative Bldg.  
Queen's Park, Toronto M7A 1A2  
416-965-2337

The Progressive Conservative Party is at present the Official Opposition to the Ontario Government. Each Member of Provincial Parliament (MPP) representing the Progressive Conservative Party belongs to the Progressive Conservative Party **Caucus**. The Caucus Office responds to inquiries and requests for assistance from the public and other governmental jurisdictions. It invites and reviews input from the public on matters of provincial jurisdiction. The Caucus Office has a **Chief Whip** who looks after attendance in full Caucus, committee meetings and the Legislature, and keeps all Members informed on what votes are expected in the Legislature. In addition, each Progressive Conservative MPP has a local constituency office to serve the needs of the people he or she represents (see list under the Legislative Assembly entry).

## NEW DEMOCRATIC PARTY CAUCUS OFFICE

LEGISLATIVE 13

Legislative Bldg.  
Queen's Park, Toronto M7A 1A2  
416-965-3311

Each Member of Provincial Parliament (MPP) belonging to the New Democratic Party (NDP) takes part in the NDP **Caucus**. The Caucus Office answers and deals with inquiries from the public and from other governmental jurisdictions about caucus policies and activities. For general information, phone 965-3311. To contact the NDP Research Office, phone 965-5392. The caucus has a **whip** who looks after attendance in committee meetings and the Legislature, and keeps all members informed as to what votes are expected in the Legislature. Each Member of the Provincial Parliament has a constituency office to serve the needs of the people he or she represents (see list under the Legislative Assembly).

OMBUDSMAN  
125 Queen's Park  
Toronto M5S 2C7  
416-586-3300

LEGISLATIVE 14

The Ombudsman's Office administers the Ombudsman Act. The Ombudsman is an officer of the Legislature of Ontario whose function, with specified exceptions, is to investigate any decision, recommendation, act or omission made in the administration of any ministry or agency of the Ontario government. Complaints should be made in writing; however, complainants can visit or call the above office. The staff is multilingual. The Ombudsman reports annually to the Speaker of the Legislature. Ombudsman offices are listed below as well as in all Ontario telephone directories under Ombudsman Ontario.

223 First Street South  
**Kenora P9N 1C2**  
807-468-3091

213 Red River Road  
**Thunder Bay P7B 1A5**  
807-345-9235

151 Slater Street #702  
**Ottawa K1P 5H3**  
613-234-6421

81 Balsam Street South  
**Timmins P4N 2C9**  
705-268-2161

125 Queen's Park  
**Toronto M5S 2C7**  
 416-586-3300

P.O. Box 508  
**North Bay P1B 8J1**  
 705-476-5800

P.O. Box 3275  
 Tecumseh Postal Station 'P'  
**Tecumseh N8V 2M4**  
 519-974-6166

P.O. Box 723  
**Sault Ste. Marie P6A 5N3**  
 705-759-2871

P.O. Box 1019  
 Station 'B'  
**London N6A 5K1**  
 519-432-1117

**PROVINCIAL AUDITOR**  
 Atrium on Bay  
 Box 105  
 20 Dundas St. W.  
 Toronto M5G 2C2  
 416-974-9866

**LEGISLATIVE 15**

Appointed under the **Audit Act**, the Provincial Auditor examines the accounts of the Province and agencies of the Crown, and makes annual reports to the Legislature. Audited financial statements of the Province, some **agencies** of the Crown and **Crown corporations** are reproduced in the Public Accounts of Ontario, Volumes I and II. These publications and the Annual Report of the Provincial Auditor are available from the Ontario Government Bookstore.

## **ACTS**

**ACTS** **LEGISLATIVE 16**

The following is a list of Acts administered by the Assembly Office.

Legislative Assembly Act  
 Legislative Assembly Retirement Allowances Act  
 Election Act, 1984  
 Election Finances Act, 1986  
 Ombudsman Act

## MINISTRY OF AGRICULTURE AND FOOD

801 Bay St.

Toronto M7A 2B2

The Ministry of Agriculture and Food is one of the oldest ministries in the Ontario Government. Prior to the formation of the Ontario Department of Agriculture in 1888, agricultural administration in Upper Canada was handled by a Board of Agriculture, later named the Bureau of Agriculture. In 1965, the name was changed to the Department of Agriculture and Food and subsequently, Ministry, to reflect its responsive role in the entire food production chain.

The Ministry of Agriculture and Food is divided into three major groups: Finance and Administration; Marketing and Standards; Technology and Field Services. Each is headed by an Assistant Deputy Minister reporting to the Deputy Minister.

Finance and Administration is responsible for seven branches -Crop Insurance and Stabilization, Farm Assistance Programs, Financial and Support Services, Foodland Preservation, Management Systems, Personnel and Audit Services. This group is also responsible for the Affirmative Action/Equity Employment Program.

Marketing and Standards has two divisions. Marketing Division consists of Farm Products Marketing Branch, Food Processing Branch and Market Development Branch. Quality and Standards Division contains the Investigative Unit, Dairy Inspection Branch, Financial Protection Unit, Fruit and Vegetable Inspection Branch and Livestock Inspection Branch.

Technology and Field Services has two divisions, with seven branches and five agricultural colleges. Advisory and Technical Services Division includes Agricultural Representatives, Animal Industry, Plant Industry, Agricultural Laboratory Services, Veterinary Laboratory Services and Soil and Water Management Branches. Education and Research Division is responsible for Agricultural Engineering Services, Rural Organizations and Services, Horticultural Research Institute, agricultural colleges and the Ontario Agricultural Museum.

Reporting directly to the Deputy Minister are Communications Branch, which provides service and advice to all segments of the Ministry, Economics and Policy Coordination Branch and the Legal Branch. The Consumer Information Centre responds to agriculture, horticulture and food information requests from consumers.

### CONSUMER INFORMATION CENTRE

AG & FOOD 1

801 Bay St., Main Flr.

Toronto M7A 2B2

416-965-1421

The Consumer Information Centre is a storefront operation for the Ministry. This Centre was established in November 1983 to provide an information service to the public in the areas of general **agriculture**, **horticulture** and **home economics**.

The agriculturist responds to a broad range of inquiries about farm **tours**, part-time **farming** for beginners and landed **immigrants**, **soil maps** and referrals to all Ministry programs. The horticulturist answers questions from home gardeners relating to lawns, fruit **trees**, **gardening** (fruits and vegetables), ornamentals and sprays. Home economists respond to inquiries on **food** and **nutrition** including food preservation, preparation and **safety**.

The Centre is responsible for the distribution of Ministry of Agriculture and Food **publications** to the general public.

## DEPUTY MINISTER'S OFFICE

### COMMUNICATIONS BRANCH

AG & FOOD 2

801 Bay St., 12th Flr.  
Toronto M7A 1A5  
416-965-1056

The Communications Branch supports Ministry education and extension services with displays, audio-visual and print materials. The branch also answers media inquiries on behalf of the Ministry, and produces technical and educational booklets and films for urban and rural citizens. It provides information to the news media through news releases, radio tapes and TV clips of news and interviews supporting Ministry programs. The branch also publishes **OMAF NEWS**, which is mailed to 82,000 Ontario farmers 10 times annually.

### FRENCH LANGUAGE SERVICES

AG & FOOD 3

801 Bay St., 12th Flr.  
Toronto M7A 1A5  
416-965-1056

The French Language Services Coordinator provides a general inquiry service in the French language and arranges for translation services within the Ministry. Agricultural education is provided in the French language at Collège de Technologie Agricole et Alimentaire d'Alfred (613-679-2218). The Centre de ressources agro-alimentaires is also located at the Collège. Agricultural offices in designated areas provide advisory services in the French language.

### ECONOMICS AND POLICY COORDINATION BRANCH

AG & FOOD 4

801 Bay St., 4th Flr.  
Toronto M7A 1B6  
416-965-1064

The Economics and Policy Coordination Branch serves the Ministry, government committees and the agricultural industry (marketing boards, administrative bodies, farmers) by assembling and interpreting **agricultural economic** information. The branch coordinates and analyzes long-term agriculture and food policy developments; liaises with Management Board, Treasury, Cabinet Office and other central agencies and expedites the legislative process of the Ministry. It conducts **research** into **farm** costs and business management, marketing methods and agricultural policy and trade. The branch gathers and publishes a wide range of agricultural **statistics** and monitors economic developments in the industries supplying input to agriculture, the industries processing farm commodities and the sectors taking commodities to consumers. It also provides daily farm market **broadcasts** for over 30 Ontario Radio and TV stations (965-7727). From offices in Chatham and Vineland Station (see County and District Field Offices entry), field staff carry on economic research projects; liaise with other field office staff and marketing boards and provide consulting services to farm organizations, individual farmers and processing industries.

LEGAL BRANCH  
801 Bay St., 10th Flr.  
Toronto M7A 2B2  
416-965-6805

AG & FOOD 5

The Legal Branch counsels the Ministry of Agriculture and Food on legal matters, including interpretation of statutes and regulations, preparation and review of proposed legislation, regulations and other legal documents. The branch also supplies the Ministry with general legal services such as preparing litigation, settling claims and acting at court hearings.

**ASSISTANT DEPUTY MINISTER FINANCE AND ADMINISTRATION  
FOODLAND PRESERVATION AND FINANCIAL PROGRAMS DIVISION**

CROP INSURANCE COMMISSION OF ONTARIO  
801 Bay St., 5th Flr.  
Toronto M7A 1B7  
416-965-1811

AG & FOOD 6

The Crop Insurance Commission of Ontario makes available to farmers a crop **insurance** plan to insure about 49 commercially grown crops against natural disaster.

FARM INCOME STABILIZATION COMMISSION  
801 Bay St., 5th Flr.  
Toronto M7A 1B7  
416-965-1811

AG & FOOD 7

Farm Income Stabilization plans are available to provide **financial assistance** during times of low prices for the following **crops**: white beans, barley, soybeans, winter wheat, corn, apples, oats, canola and potatoes. The Commission guarantees participating producers a price equal to 95 per cent of the market price over the previous five years, adjusted for changes in cash costs.

FARM ASSISTANCE PROGRAMS BRANCH  
801 Bay St., 10th Flr.  
Toronto M7A 2B2  
416-963-2404

AG & FOOD 8

The Farm Assistance Programs Branch is responsible for financial policy (**grants** and **subsidies**), **credit** and **taxation** policy, assessment of existing programs, development of new programs and program administration. It provides **information** about financial policies and programs in **agriculture** for **farmers**, other governments, etc..

The branch administers the following programs: **Ontario Farm Adjustment Assistance Program**; **Farm Operating Credit Assistance Program**; **Ontario Beginning Farmer Assistance Program**; **Ontario Young Farmer Credit Program**; **Junior Farmer Loan Corporation**; **Ontario Family Farm Interest Rate Reduction Program**; **Commercial Disaster Relief Fund**; **Hailstorm Assistance Program** (in Essex and Timiskaming); **Farmers in Transition**; **Ontario Seasonal Housing Assistance Program**; **Eastern Ontario Apple Tree Replanting Program**; **Agrinorth**; **Northern Ontario Rural Development Agreement**; **Eastern Ontario Subsidiary Agreement**; **Community Pastures**; **Agriculture Rural Development Agreement** (Farm Enlargement Part V); **Dog Licensing And Livestock And Poultry Protection Act**; **Hunter Damage Compensation Act**; **Bear Damage to Livestock Compensation**

**Program; Damage to Honey Bee Colonies by Bears; Rabies Indemnification Program; Purebred Beef Cattle Sales Assistance Policy; Purebred Sheep Sales Assistance Policy; Swine Sales Assistance Policy; Transportation of Livestock Exhibits Assistance Program; Poultry Shows Assistance Program, Special Livestock Shows Assistance Program 1979 (Commercial); Canadian Western Agribition Livestock Transportation Assistance Program; Artificial Insemination of Livestock Act; Northern Ontario Livestock Transportation Assistance Policy; Livestock Improvement Program for Northern Ontario.**

The branch also develops the policy and provides the funds for the **Ontario Farm Tax Reduction Program**, which is administered by the Subsidies Branch, Ministry of Municipal Affairs (585-6565).

For further information such as eligibility criteria, the application process and management of these programs, contact the local Ministry of Agriculture and Food county or district office (see list under the County and District Field Offices entry).

#### **FOODLAND PRESERVATION BRANCH**

**AG & FOOD 9**

801 Bay St., 8th Flr.  
Toronto M7A 2B2  
416-965-9433

The Foodland Preservation Branch reviews **official plans, environmental assessments** and project proposals to determine their **land use planning** implications for agriculture. It assists the Ministry of Government Services in leasing, for agricultural purposes, **farm land** held by the government for future development. It also administers the **Non-Resident Agricultural Land Interests Registration Act**, which requires non-residents of Canada to file a form indicating their interests in **agricultural** holdings in Ontario larger than 10 hectares. The branch has land use specialists in the Ministry's county and district offices in St. Thomas, Ancaster, Fergus, Alliston, Lindsay and Kemptville. Addresses are included in the list of county and district offices found in the County and District Field Offices entry.

#### **MANAGEMENT SYSTEMS BRANCH**

**AG & FOOD 10**

801 Bay St., 7th Flr.  
Toronto M7A 2B2  
416-963-2218

The Management Systems Branch provides a wide range of information technology services to all administrative programs in the Ministry of Agriculture and Food. This involves maintenance of computer programs in the mainframe computer library, the production of data retrieval reports on stored ministerial data, consulting services to other branches and the development of new systems and computer applications.

An office systems support unit supplies analysis, design and implementation services for word processing and office automation.

#### **FINANCIAL AND SUPPORT SERVICES BRANCH**

**AG & FOOD 11**

801 Bay St., 3rd & 9th Flrs.  
Toronto M7A 2A3  
416-965-1159

The Financial and Support Services Branch provides financial planning, general accounting, administrative and office services for the Ministry.

Financial Planning and Information Unit offers financial and management support at the corporate level, i.e., estimates preparation, budget planning, maintenance and financial reporting, results planning and financial management improvement activities. The unit also functions as a liaison with Management Board of Cabinet.

General Accounting is responsible for processing payroll, travel and employee relocation, accounts payable, grants, subsidies, revenue and journal entries.

Library Services coordinates subscriptions for all periodicals. The **library** is the designated **reading room** and allows public access to Ministry publications, statutes, regulations, etc..

Purchasing and Telecommunications are responsible for controlling the Ministry's purchasing activities, its fleet of 500 vehicles, Bell Canada credit cards, inter-city phone booklets and employees' IDs. Advice on the acquisition, enhancement and development of telecommunications systems (e.g., teleconferencing, fax, telex and twx) is also provided.

Administrative Services offers a wide range of services: records retention scheduling, file classification systems, forms management and central registry facilities; mail distribution services; publications warehouse operation for over 900 publications, posters, corporate brochures and Foodland Ontario promotional materials; high volume copying to Head Office, the Guelph Agriculture Centre and outlying offices; high quality custom print work requiring typesetting, nonstandard sizes, multicolour inks, high density resolutions and transparencies; office accommodation, space management, telephone and special equipment installations, and office equipment moves.

#### PERSONNEL BRANCH

AG & FOOD 12

801 Bay St., 3rd Flr.  
Toronto M7A 1A4  
416-965-7452

Personnel Branch is responsible for the establishment of ministry personnel policies and procedures, management information, appropriate classification and compensation levels for all employees, staff recruitment, benefits counselling, staff development, investigation of employee grievances, personnel and employee benefit records, and all matters affecting working conditions and performance. The branch works mainly in an advisory capacity with all line managers whose primary task is personnel matters within their units. It also serves as a liaison with the Human Resources Secretariat, Management Board and Ontario Public Service Employees Union (OPSEU).

#### AFFIRMATIVE ACTION/EMPLOYMENT EQUITY PROGRAM

AG & FOOD 13

801 Bay St., 12th Flr.  
Toronto M7A 2B2  
416-963-1395

The **Affirmative Action/Employment Equity Program** plans, develops and coordinates projects for improving the status of Ontario government women employees, with the ultimate aim of ensuring equal opportunity for women.

**AUDIT SERVICES BRANCH**

AG &amp; FOOD 14

801 Bay St., 5th Flr.  
 Toronto M7A 2B2  
 416-965-3241

The Audit Services Branch is responsible for carrying out independent reviews and appraisals of the Ministry's financial, administrative and operational programs. This is achieved by executing comprehensive, value-for-money, operational reviews, EDP, inspection, attest and compliance audits. The Branch assists management by reviewing specific areas of concern and reporting on the adequacy of internal financial and management controls.

**ASSISTANT DEPUTY MINISTER MARKETING AND STANDARDS  
 MARKETING DIVISION**
**FARM PRODUCTS MARKETING BRANCH**

AG &amp; FOOD 15

801 Bay St., 2nd Flr.  
 Toronto M7A 2B2  
 416-965-2124

The Farm Products Marketing Branch consists of the **Farm Products Marketing Board** and the **Milk Commission of Ontario** which administer the **Farm Products Marketing Act** and the **Milk Act**, respectively. Responsibilities include supervising the marketing boards established under the two Acts and making recommendations for changes in the regulations. The Farm Products Marketing Act provides for **commodity** regulation (44 commodities under 25 individual plans, with each plan administered by a producer marketing board). The Act also requires the **licensing** of processors of regulated commodities (e.g., **turkey**, vegetables, grapes, tender fruit, potatoes, apples, asparagus, berries) and seed corn buyers. The Milk Commission cooperates with the **Ontario Milk Marketing Board**, the **Cream Producers' Marketing Board** and the **Ontario Dairy Council** in dairy policy planning and development.

**FOOD PROCESSING BRANCH**

AG &amp; FOOD 16

801 Bay St., 12th Flr.  
 Toronto M7A 2B2  
 416-965-0311

The objectives of the Food Processing Branch are to encourage the expansion and modernization of Ontario's **food** processing and manufacturing **industries** in areas of import replacement and **export** opportunities; to act as liaison between the industry, government and non-government boards and agencies, producer organizations and the **Farm Machinery and Food Processing Testing Centre** in Chatham; and to advise the industry on the upgrading of their operations, use of domestic products, packaging, labelling and marketing.

The Branch encourages private sector capital investment, through **grants** or loans to the food processing industry under the **Small Food Processors' Assistance Program** and the **Marketing Assistance Program for Pork**

## MARKET DEVELOPMENT BRANCH

AG & FOOD 17

801 Bay St., 2nd Flr.  
Toronto M7A 2B2  
416-965-7701

Domestic Section (965-7701) and Export Section (965-7038) programs are designed to develop and expand domestic and **international** markets for Ontario-produced fresh or processed **agricultural** and **food** products.

International market development is accomplished via **export** missions, promotion programs and incoming trade delegations. Staff are located in the United Kingdom and five trade centres in the United States.

The Domestic Section manages '**Foodland Ontario**', the advertising and promotion program for domestic market development, public relations and promotion with the 'Food Service' sector.

## QUALITY AND STANDARDS DIVISION

### INVESTIGATIVE UNIT

AG & FOOD 18

801 Bay St., 6th Flr.  
Toronto M7A 1B3  
416-965-5841

The unit investigates the collection and processing of dead farm **animals** and all levels of the **meat industry**, particularly those operations exempt from the provisions of the Meat Inspection Act (Ontario). The provisions of the **Beef Cattle Financial Protection Program**, the **Grain Financial Protection Program**, the **Oleomargarine Act** and the **Edible Oil Products Act** are also enforced. Infractions of other regulatory legislation administered by branches within the division, and suspected fraudulent applications of financial assistance programs are investigated upon request (with executive director approval).

### DAIRY INSPECTION BRANCH

AG & FOOD 19

801 Bay St., 6th Flr.  
Toronto M7A 1A7  
416-965-2411

The Dairy Inspection Branch undertakes programs to ensure that **milk** marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. Responsibilities include: inspecting **dairy farms** testing raw milk each month; **licensing**, training and inspecting milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers; licensing, regulating, and inspecting plants manufacturing milk products, **margarine** and edible **oils**. The **laboratory** in Guelph analyzes all samples for butterfat, protein and lactose and reports results to the **Ontario Milk Marketing Board**, which determines payment to producers. Milk utilization audits are conducted on a regular basis. The branch also monitors consumer packages for composition and fill control. For information, contact the Ministry's county and district offices (see County and District Field Offices, the Dairy Inspection Branch in Toronto or the Central Milk Testing Laboratory in Guelph).

**FINANCIAL PROTECTION UNIT**

AG &amp; FOOD 20

875 Bay St., 3rd Flr.

Toronto M7A 2B2

416-963-1341

The Financial Protection Unit evaluates financial responsibility for the Beef Cattle Financial Protection Program, the **Vegetable** Financial Protection Program and the Grain Financial Protection Program. The unit also works on behalf of the Boards in administering funds and paying claims for the following: livestock producers, producers of processing vegetables, grain corn producers and the soybean producers.

**FRUIT AND VEGETABLE INSPECTION BRANCH**

AG &amp; FOOD 21

801 Bay St., 6th Flr.

Toronto M7A 1A7

416-965-1058

The Fruit and Vegetable Inspection Branch regulates the inspection and grading of twenty-five fruits and vegetables, in addition to flue-cured and burley **tobacco**, **honey**, **maple syrup**, **Christmas trees** and tomato seedlings. The branch offers technical advice to growers and producers; informs the public about marketing and sales standards of fruit, vegetables, honey and maple products and provides the Ministry's Economics and Policy Coordination Branch with market reports on seasonal **crops**.

Additional responsibilities include: **licensing** operators of controlled atmosphere **storages**, packers of apples from such storages, dealers in **fruit and vegetables** and **nurseries**; controlling disease in nurseries; supervising neglected **orchards** to prevent the spread of **disease** or **insect** infestations and administering the **Bees Act**, which requires **registration** of **apiaries**. (To register, contact Provincial Apiarist, Ministry of Agriculture and Food, 17 Wilson St., Milton, L9T 3J7, 416-878-2314.)

The branch also regulates the trading and marketing of grain; issues licenses to grain elevator storage operators and dealers in corn and soybeans and investigates claims under the **Grain Financial Protection Program**. This insurance program provides compensation for defaults by storage operators or dealers.

**LIVESTOCK INSPECTION BRANCH**

AG &amp; FOOD 22

801 Bay St., 6th Flr.

Toronto M7A 1B3

416-965-5841

The Livestock Inspection Branch administers the following acts: The **Meat Inspection Act** (**licensing** and inspection of **livestock** and **poultry slaughtering plants**); the **Livestock Community Sales Act** (**licensing** and inspection of livestock community sales); the **Dead Animal Disposal Act** (**licensing** and inspection of those involved in disposing of dead animals); the **Livestock and Livestock Products Act** (**licensing** livestock dealers under the Beef Cattle Financial Protection Program and administering the regulations pertaining to eggs); the **Sheep and Wool Marketing Act** (identifies and outlines the functions of the **Ontario Sheep Association**); the **Provincial Auctioneers Act** (**licensing** auctioneers to sell pure-bred livestock, by public auction); the **Beef Cattle Marketing Act** (provides for licence fee deduction for the **Ontario Cattlemen's Association**, regulates the marketing of rail weight beef carcasses); the **Farm Products Grades and Sales Act** (related to the grades of beef, veal, lamb, mutton and poultry).

**ASSISTANT DEPUTY MINISTER TECHNOLOGY AND FIELD SERVICES  
ADVISORY AND TECHNICAL SERVICES DIVISION**

**AGRICULTURAL REPRESENTATIVES BRANCH**

**AG & FOOD 23**

Guelph Agriculture Centre  
Box 1030  
Guelph N1H 6N1  
519-823-5700

**Agricultural** representatives (ag reps) in 54 county and district offices located throughout the Province conduct **education** programs, provide advisory services and administer government policies designed to assist farmers in the management of their **farm** operations.

The farm management program encourages and assists farmers to use their resources effectively to make their farms productive and profitable. The program comprises financial and business management, **livestock** management, and **soils** and **crops** management assistance. Ag reps advise farmers on financial matters, e.g., business analysis, estate planning, pricing, marketing, accounting, and overall farm planning.

Livestock management provides information and advice to livestock and **poultry** producers on the economics of production, choice and size of enterprise, feed evaluation, storage and handling, testing, herd and flock health, marketing, etc.. Soils and crops management assistance concentrates on the economics of production, tillage, land use, erosion control, fertilizer recommendations, **weed**, **insects** and **disease** control, variety selection, crop handling and storage systems, crops **insurance**, drainage and irrigation.

Branch staff administer the **Northern Ontario Assistance Program**, which is funded by the Ministry of Northern Development and Mines and provides **financial assistance** to Northern Ontario farmers.

For a list of county and district offices, see the County and District Field Offices entry.

**COUNTY AND DISTRICT FIELD OFFICES**

**AG & FOOD 24**

The Ministry of Agriculture and Food has 54 county and district offices, staffed by employees of the the Agricultural Representatives Branch and specialists from other branches. These offices provide access to all Ministry programs, services and resources.

**Agricultural** representatives (ag reps) and specialists provide the wide range of Ministry programs and services which are described above. Working closely with farmers, producers and others involved in the agricultural and **food** industries, ag reps provide information, advice, **educational** meetings, workshops, and in-depth short courses for groups. All specialists in the Ministry's programs can be located by calling any county or district office.

Agriculture and Food factsheets, which supply basic information on a wide variety of agricultural topics, are available in county and district offices. Radio and **television broadcasts** offer information and educational programs in individual counties and districts. Field offices are listed below with telephone numbers for both local calls and Zenith calls, (toll-free service for customers within each county or district). In non-agricultural areas of **Northern Ontario** callers may contact district offices of the Ministry of Northern Development and Mines.

*Algoma District Office*  
1496 Wellington St. E.  
**Sault Ste. Marie P6A 2R1**  
705-253-1161  
Zenith 98750

*Brant County Office*  
207 Greenwich St.  
**Brantford N3S 2X7**  
519-759-4190  
Zenith 19750

*Bruce County Office*  
Box 1330, 10 Jackson St.  
**Walkerton N0G 2V0**  
519-881-3301  
Zenith 97920

*Carleton Office*  
26 Thorncliff Pl.  
**Nepean K2H 6L2**  
613-828-9167  
Zenith 13510

*Cochrane (North) District Office*  
Experimental Farm  
**Kapuskasing P5N 2X9**  
705-335-5828  
Zenith 43340

*Cochrane (South) District Office*  
Box 608, 4th Ave.  
**Matheson P0K 1N0**  
705-273-2509  
Zenith 34920

*Dufferin County Office*  
R.R. 4, Mono Plaza, Hwy. 10 N.  
**Orangeville L9W 2Z1**  
519-941-3830  
Zenith 98750

*Dundas County Office*  
Box 488, 457 Main St.  
**Winchester K0C 2K0**  
613-774-2313  
Zenith 19750

*Durham East Office*  
234 King St. E.  
**Bowmanville L1C 1P5**  
416-623-3348  
Zenith 73040

*Durham West Office*  
Box 309, 16 Bascom St.  
**Uxbridge L0C 1K0**  
416-852-3328  
Zenith 64720

*Elgin County Office*  
594 Talbot St.  
**St. Thomas N5P 1C7**  
519-631-4700  
1-800-265-4377

*Essex County Office*  
46 Fox St.  
**Essex N8M 2S2**  
519-776-7361  
Zenith 13510

*Frontenac County Office*  
Box 651, 1055 Princess St.  
**Kingston K7L 1H3**  
613-545-4360  
Zenith 35050

*Glengarry County Office*  
Box 579, St. George St.  
**Alexandria K0C 1A0**  
613-525-1046  
Zenith 46710

*Grenville County Office*  
Box 2004, Ont. Gov't. Bldg.  
**Kemptville K0G 1J0**  
613-258-8295  
Zenith 99200

*Grey County Office*  
181 Toronto St. S.  
**Markdale N0C 1H0**  
519-986-2040  
1Zenith 16310

*Haldimand Office*  
Box 129, Cayuga St.  
**Cayuga N0A 1E0**  
416-772-3381  
Zenith 46710

*Halton Office*  
17 Wilson Dr.  
**Milton L9T 3J7**  
416-878-2314  
Zenith 33440

*Hastings County Office*  
Box 340, 234 North St.  
**Stirling K0K 3E0**  
613-395-3393  
Zenith 43340

*Huron County Office*  
Box 159, 20 King St.  
**Clinton N0M 1L0**  
519-482-3428  
Zenith 73040

*Kenora District Office*  
Ontario Govt. Bldg.  
Box 3000  
**Dryden P8N 3B3**  
807-223-2415  
Zenith 46320

*Kent County Office*  
Box 726  
435 Grand Ave. W.  
**Chatham N7M 5L1**  
519-354-2150  
Zenith 33440

*Lambton County Office*  
Box 730, 4238 Petrolia St.  
**Petrolia N0N 1R0**  
519-882-0180  
Zenith 43350

*Lanark County Office*  
10 Sunset Blvd.  
**Perth K7H 2Y2**  
613-267-1063  
Zenith 33440

*Leeds County Office*  
Box 635, 44 Parkdale Ave.  
**Brockville K6V 5V8**  
613-342-2124  
Zenith 46320

*Lennox & Addington County Office*  
41 Dundas St. W.  
**Napanee K7R 1Z5**  
613-354-3371  
Zenith 18210

*Manitoulin District Office*  
Box 328  
**Gore Bay P0P 1H0**  
705-282-2043  
Zenith 64720

*Middlesex County Office*  
50 King Street  
**London N6A 2P2**  
519-434-6811  
1-800-265-4750

*Muskoka & Parry Sound District Office*  
Box 130, 8 Centre St. N.  
**Huntsville P0A 1K0**  
705-789-8886  
Zenith 59650

*Niagara (North) Office*  
**Vineland Station L0R 2E0**  
416-562-4142  
Zenith 47710

*Niagara (South) Office*  
574 South Pelham St.  
**Welland L3C 3C6**  
416-732-7552  
Zenith 48110

*Nipissing District Office*  
222 McIntyre St. W.  
**North Bay P1B 2Y8**  
705-474-3050  
Zenith 97920

### *Norfolk Office*

Box 587, Blue Line Rd.

**Simcoe N3Y 4N5**

519-426-7120

Zenith 38300

### *Northumberland County Office*

Box 820, 95 Dundas St.

**Brighton K0K 1H0**

613-475-1630

Zenith 34920

### *Oxford County Office*

Box 666, Hwy. 59 N.

**Woodstock N4S 7Z5**

519-537-6621

Zenith 99200

### *Peel Office*

35 Van Kirk Dr., Unit 9

**Brampton L7A 1A5**

416-451-5474

Zenith 43350

### *Perth County Office*

413 Hibernia St.

**Stratford N5A 5W2**

519-271-0280

Zenith 35050

### *Peterborough County Office*

55 George St. N.

**Peterborough K9J 3G2**

705-745-2403

Zenith 16310

### *Prescott County Office*

Box 110, Main St.

**Plantagenet K0B 1L0**

613-673-5115

Zenith 48110

### *Prince Edward County Office*

Box 470, Hwy. 33 W.

**Picton K0K 2T0**

613-476-3224

Zenith 98750

### *Rainy River District Office*

Front St.

**Emo P0W 1E0**

807-482-2310

Zenith 35050

### *Renfrew County Office*

315 Raglan St. S.

**Renfrew K7V 1R6**

613-432-4841

1-800-267-8816

### *Russell County Office*

666 Rue Notre Dame

Box 540

**Embrun K0A 1W0**

613-443-3391

Zenith 47710

### *Simcoe (North) County Office*

Box 340, Hwy. 27 S.

**Elmvale L0L 1P0**

705-322-2231

Zenith 34920

### *Simcoe (South) County Office*

Box 370, 509 Victoria St. E.

**Alliston L0M 1A0**

705-435-5521

Zenith 43340

### *Stormont County Office*

Box 97,

**Avonmore K0C 1C0**

613-346-2143

Zenith 38300

### *Sudbury District Office*

1899 LaSalle Blvd.

**Sudbury P3A 2A3**

705-566-1630

Zenith 73040

### *Thunder Bay District Office*

Ont. Govt. Bldg.

435 James St. S.

**Thunder Bay P7E 6E3**

807-475-1631

Zenith 18210

*Timiskaming District Office*  
Box 'G', Hwy. 11B N.  
**New Liskeard P0J 1P0**  
705-647-6701  
Zenith 16310

*Victoria County Office*  
322 Kent St. W.  
**Lindsay K9V 2Z9**  
705-324-6125  
Zenith 97920

*Waterloo Office*  
279 Weber St. N.  
**Waterloo N2J 3H8**  
519-884-5390  
Zenith 46320

*Wellington County Office*  
R.R. 1  
**Fergus N1M 2W3**  
519-846-0941  
1-800-265-8332

*Wentworth County Office*  
R.R.1, Hwy. 53 E.  
**Ancaster L9G 3K9**  
416-527-2995  
Zenith 13510

*York Office*  
Newmarket Plaza  
**Newmarket L3Y 2N1**  
416-895-4519  
Zenith 59650

#### ANIMAL INDUSTRY BRANCH

AG & FOOD 25

Guelph Agriculture Centre  
P.O. Box 1030  
Guelph N1H 6N1  
519-823-5700

**Livestock** advisory and **veterinary** consultation services on management, health and **disease** of cattle, sheep and swine are available to producers and veterinarians throughout Ontario. The branch promotes the production of high quality livestock products through improvement programs (**Record of Performance, ROP**), maintains a feed analysis **laboratory** and feed advisory service, and provides **financial support** to veterinary services in designated areas where livestock farms are sparsely located.

The branch also administers acts concerning brands and livestock pounds; inspects and issues **licences** to **horse** riding establishments, suppliers of laboratory **animals**, sellers (other than pharmacists and veterinarians) of livestock **medicines** and providers of **artificial insemination** services for livestock; inspects **dog** pounds; inspects and **registers** facilities that use animals for **research** and coordinates the **Red Meat Development Program** and the **Ontario Pork Industry Improvement Program** in cooperation with the Agricultural Representatives Branch.

#### VETERINARY LABORATORY SERVICES BRANCH

AG & FOOD 26

Guelph Agriculture Centre  
P. O. Box 1030  
Guelph N1H 6N1  
519-823-5700, Ext. 116

The Veterinary Laboratory Services Branch operates six laboratories that offer diagnostic, investigative, consultative and extension services to the **livestock** industry and **veterinary** practitioners. Carcasses and specimens from **animals** and **poultry** are submitted by veterinarians and farmers and tests are made to determine the cause of **disease**. The branch administers the **Ontario Hatchery Supply Flock Policy**, which involves moni-

toring procedures to control disease of poultry and the **Fur Farms Act**, which requires **licensing** of **fur** farmers. The laboratories are listed below:

95 Dundas St.  
**Brighton K0K 1H0**  
613-475-1632

KCAT  
**Kemptville K0G 1J0**  
613-258-3804

Box 3612  
**Guelph N1H 6R8**  
519-823-8800, Ext. 4501

Box 790  
**New Liskeard P0J 1P0**  
705-647-6701

Nova Scotia Ave.  
**Huron Park N0M 1Y0**  
519-228-6691

100 Main St. E.  
**Ridgetown N0P 2C0**  
519-674-5456, Ext. 56

**PLANT INDUSTRY BRANCH**  
Guelph Agriculture Centre  
P. O. Box 1030  
Guelph N1H 6N1  
519-823-5700, Ext. 301

AG & FOOD 27

The Plant Industry Branch provides information at local offices throughout the province on the commercial production of field and **horticultural crops**. Information is available to **commercial growers** on safety and correct use of **pesticides**. The branch is responsible for administration of the **Weed Control Act** through municipally-appointed inspectors. Complaints should be directed to the municipality. The **agricultural energy** section searches alternate methods of **fuel** production, substitution and conservation for **farmers**. The Agroclimatology group provides input into farm weather forecasts and methods of dissemination and coordinates accumulation of climate data from agricultural production areas. For information, contact this Ministry's county or district office (see County and District Field Offices entry).

**AGRICULTURAL LABORATORY SERVICES  
BRANCH**

AG & FOOD 28

**PROVINCIAL PESTICIDE RESIDUE TESTING LABORATORY**  
University of Guelph, Bldg. 43  
Guelph N1G 2W1  
519-823-8800, Ext. 4825

The Provincial Pesticide Residue Testing Laboratory provides all provincial ministries with a **chemical** analytical service for the detection and measurement of residues of **pesticide** (i.e. **insecticides**, **herbicides**, **fungicides**, **acaricides**, **nematocides**, etc.), industrial **pollutants** and heavy **metals** in **food**, **plants**, **animals**, **fish**, **wildlife**, **soils**, **water**, **air** and human tissues. It interprets the significance of analytical results. Contact the **laboratory** or ministries involved for **research** papers and reports.

AGRICULTURAL LABORATORY SERVICES  
BRANCH

AG & FOOD 29

PEST DIAGNOSTIC AND ADVISORY CLINIC

University of Guelph, Graham Hall

Guelph N1G 2W1

519-824-4120, Ext. 2701

The Pest Diagnostic and Advisory Clinic provides a service for the identification of **insects, plant diseases and weeds** upon receipt of carefully packed samples.

SOIL AND WATER MANAGEMENT BRANCH  
DRAINAGE AND WATER MANAGEMENT SECTION

AG & FOOD 30

801 Bay St, 8th Flr.

Toronto M7A 2B2

416-965-9921

The Drainage and Water Management Section administers the **Tile Drainage Act** and the **Drainage Act (financial assistance to municipalities and farmers for the improvement of farm land)** and the **Agricultural Tile Drainage Installation Act (licences for installers of tile drainage systems on farm land)**. The Drainage Referee and the Drainage Tribunal handle appeals under the Drainage Act. The branch provides a Ministry focus for review and development of agricultural water management programs and policies.

SOIL AND WATER MANAGEMENT BRANCH  
SOIL SURVEY AND SOIL CONSERVATION SECTION

AG & FOOD 31

Guelph Agriculture Centre

P. O. Box 1010

Guelph N1H 6N1

519-823-5700

The Soil Survey and Soil Conservation Section of the Soil and Water Management Branch administers the **Topsoil Preservation Act** and the Ontario Soil Conservation and Environmental Protection Assistance Program (OSCEPAP) providing on-farm demonstrations and advice on **soil erosion control management techniques**. **Grants** are provided on structures for erosion control and manure management.

SOIL AND WATER MANAGEMENT BRANCH  
ONTARIO INSTITUTE OF PEDOLOGY

AG & FOOD 32

Guelph Agriculture Centre

P. O. Box 1030

Guelph N1H 6N1

519-823-5700, Ext. 301

The Ontario Institute of Pedology is comprised of **soil scientists** from the Ontario Ministry of Agriculture and Food, Agriculture Canada and the University of Guelph. The Institute is responsible for the classification and interpretation of Ontario's soils to aid Ministry staff in **land use planning, tile drainage, tillage** and other soil conservation programs.

## EDUCATION AND RESEARCH DIVISION

## HORTICULTURAL RESEARCH INSTITUTE

AG &amp; FOOD 33

Vineland Station L0R 2E0  
416-562-4141

The Institute conducts **horticultural research** (including studies on **soils** and **crops**) to increase production and develop new varieties of **farm** products (e.g., **fruit** and **vegetables**, including **mushrooms** and table and **wine** grapes). Responsibility for coordinating all horticultural research and service programs supported by the Ministry also rests with the Institute. It provides propagating material (cuttings, etc.) to growers and **nurseries**, and serves farmers, ornamental plant growers, food processors and wine makers. Research is conducted at these locations:

*Muck Research Station*

R.R. 1

Kettleby L0G 1J0

416-775-3783

*Horticultural Experiment Station &**Horticultural Products Laboratory*

Vineland Station L0R 2E0

416-562-4141

*Horticultural Experiment Station*

Box 587

Simcoe N3Y 4N5

519-426-7120

## ONTARIO AGRICULTURAL MUSEUM

AG &amp; FOOD 34

Milton L9T 2Y3  
416-878-8151

The Ontario Agricultural Museum, which is operated by the Provincial Government, houses and displays tools, implements and **historical** artifacts associated with the evolution of **agriculture** in Ontario. The eleven members of the museum's Advisory Board, provide advice on planning activities, policy, artifact collection and marketing. An **Artifact Valuation Committee** is in place to officially evaluate artifacts donated to the **Museum**.

Open to the general public from mid-May to Thanksgiving, the museum features numerous special events and maintains an extensive **library** and **research** facility. School tours can be arranged between early April and early November.

## RURAL ORGANIZATIONS AND SERVICES

AG &amp; FOOD 35

## BRANCH

Guelph Agriculture Centre

P. O. Box 1030

Guelph N1H 6N1

519-823-5700, Ext. 212

Branch services are administered by the Guelph Agriculture Centre and provided through the Ministry's 54 county or district offices.

The branch coordinates the **4-H Program**; **Ontario Agricultural Exchange Program**; **Junior Agriculturalist Program** for urban youth seeking summer experience on farms; and **Agricrew**, which provides crews of students to farmers for summer jobs.

Advisory services and resources are offered to rural agricultural and **horticultural** organizations, such as the **Federated Women's Institutes of Ontario**, **Plowmen's Association** and **Junior Farmers' Association of Ontario**. The branch also arranges **volunteer leadership** training and provides publications and up-to-date resources to individuals, rural organization members and consumers. Continuing **education** programs are developed and conducted on **foods** and **nutrition**, home and **family** financial management and other topics. **Agriculture** in the Classroom resources complement primary, elementary and secondary school programs.

The branch also assists Ontario farmers with **manpower** needs by offering information and advice on **farm** labour supply, **employment** standards legislation, **personnel** management, **job** creation programs, and farm worker training programs.

## COLLEGES OF AGRICULTURAL AND FOOD TECHNOLOGY

AG &amp; FOOD 36

The colleges and the **University of Guelph** offer diplomas in **farm** management, agricultural production, agricultural **laboratory** technology, **food** service supervision and technology, **veterinary** (animal health) technology, **livestock** production, technology and management, and agricultural business management. Training courses for **dairy** manufacturers, farm equipment mechanics and dairy and swine herdworkers are also provided by the colleges. They conduct **agricultural research** for the Ministry, including studies on livestock, **poultry**, field **crops**, **horticultural** crops, **maple syrup**, **soils**, food and **nutrition**, economics and marketing. For policy matters, please contact this Ministry's Guelph Agriculture Centre, Guelph N1H 6N1, 519-823-5700.

*Collège de Technologie  
Agricole et Alimentaire d'Alfred*  
Box 580  
**Alfred K0B 1A0**  
613-679-2218

*New Liskeard College of  
Agricultural Technology*  
**New Liskeard P0J 1P0**  
705-647-6738

*Centralia College of  
Agricultural Technology*  
**Huron Park N0M 1Y0**  
519-228-6691

*Ridgetown College of  
Agricultural Technology*  
**Ridgetown N0P 2C0**  
519-674-5456

*Kemptville College of  
Agricultural Technology*  
**Kemptville K0G 1J0**  
613-258-3411

*Ontario Agricultural College*  
University of Guelph  
**Guelph N1G 2W1**  
519-824-4120

## AGRICULTURAL ENGINEERING SERVICES

AG &amp; FOOD 37

Guelph Agriculture Centre  
P. O. Box 1030  
Guelph N1H 6N1  
519-823-5700, Ext. 228

Agricultural Engineering Services provides **farmers** and all persons involved in **agriculture**, with **engineering** advice for farm drainage, irrigation, **water** supply, erosion control, structures (except residences), equipment, machinery economics, ventilation, manure management, **energy** conservation, rural electrification and microprocessing.

Agricultural Engineering Services also functions as a direct link between field service programs, diploma **education**, and research and development at the Colleges of Agricultural Technology and the University of Guelph's School of Engineering. To enhance the translation of research results into practical 'on farm' applications, the Service is divided into regional groups located at the five colleges. The Guelph office serves as coordinator for the Province.

For addresses of the county and district offices where other Agriculture Engineers are located (see County and District Field Offices entry).

*Head, Engineering Section*  
Collège de Technologie  
Agricole et Alimentaire d'Alfred  
**Alfred K0B 1A0**  
613-679-2218

*Head, Engineering Section*  
New Liskeard College of  
Agricultural Technology  
**New Liskeard P0J 1P0**  
705-647-6738

*Head, Engineering Section*  
Centralia College of  
Agricultural Technology  
**Huron Park N0M 1Y0**  
519-228-6691

*Head, Engineering Section*  
Ridgetown College of  
Agricultural Technology  
**Ridgetown N0P 2C0**  
519-674-5456

*Head, Engineering Section*  
Kemptonville College of  
Agricultural Technology  
**Kemptonville K0G 1J0**  
613-258-3411

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact the Minister's office, 416-965-1041.

### AGRICULTURAL COUNCIL OF ONTARIO

AG & FOOD 38

801 Bay St., 6th Flr.  
Toronto M7A 1A3  
416-965-1423

The Agricultural Council of Ontario is an independent senior advisory body which provides advice to the Minister and Government on major issues in the agriculture and food industries.

### FARM PRODUCTS APPEAL TRIBUNAL

AG & FOOD 39

The Co-operators Bldg.  
130 Macdonnell St., Ste. 303A  
Guelph N1H 2Z6  
519-763-3430

The Tribunal hears appeals on orders, directions, decisions or regulations made by the Director appointed under the **Milk Act** or the Milk Commission of Ontario and the Farm

Products Marketing Board created by the **Farm Products Marketing Act**. Applications for appeals are heard under the **Commodity Board Members Act**. The Tribunal also serves as a licence review board under the **Edible Oil Products Act**, **Oleomargarine Act**, **Milk Act** and **Farm Products Marketing Act**.

#### ONTARIO FOOD TERMINAL BOARD

AG & FOOD 40

The Queensway  
Toronto M8Y 1H8  
416-259-5479

The Board operates the Ontario Food Terminal, a wholesale fresh **fruit** and produce market with cold storage facilities, which serves Ontario growers. It plays a major role in the orderly marketing of fruit and **vegetables** in Ontario.

#### ONTARIO STOCK YARDS BOARD

AG & FOOD 41

590 Keele St., Room 339  
Toronto M6N 3E3  
416-767-1163

Operating under the **Stock Yards Act**, the Board provides facilities for weighing **livestock** and supervising all **scales** operations. It also **licences** sales agencies in the stock yard to act as representatives in the selling of livestock.

#### AGRICULTURAL RESEARCH INSTITUTE OF ONTARIO

AG & FOOD 42

801 Bay St., 7th Flr.  
Toronto M7A 1A3  
416-963-2156

The Institute stimulates **agricultural research** to increase efficiency in **farm** production and marketing. The Institute also responds to inquiries about research programs and Ministry policy on agriculture, **veterinary** medicine and **food** science and also serves as an advisory body on research to the Minister of Agriculture and Food.

#### ONTARIO FARM MACHINERY BOARD

AG & FOOD 43

801 Bay St., 7th Flr.  
Toronto M7A 2B2  
416-963-2156

The Ontario Farm Machinery Board investigates complaints regarding **farm** machinery and may assemble interested parties to resolve problems of service, parts supply and guarantees involving farmers, dealers and manufacturers in Ontario. The Board has developed an Ontario Farm Machinery Distributor and Retail Dealer Code which defines the extent of farm machinery distributors and dealers' commitment to new farm machinery transactions. Distributors and dealers voluntarily agreeing to meet and adhere to the requirements of the Code will be certified by the Board.

#### ACTS

#### ACTS

AG & FOOD 44

The following is a list of Acts administered by the Ministry of Agriculture and Food. For

information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or communications branch.

Abandoned Orchards Act  
 Agricultural Associations Act  
 Agricultural Committees Act  
 Agricultural Rehabilitation and Development Act (Ontario)  
 Agricultural Representatives Act  
 Agricultural Research Institute of Ontario Act  
 Agricultural Societies Act  
 Agricultural Tile Drainage Installation Act  
 Animals for Research Act  
 Artificial Insemination of Livestock Act  
 Beef Cattle Marketing Act  
 Bees Act  
 Brucellosis Act  
 Bull Owner's Liability Act  
 Commodity Board Members Act  
 Commodity Boards and Marketing Agencies Act  
 Cooperative Loans Act  
 Crop Insurance Act Ontario  
 Dead Animal Disposal Act  
 Dog Licensing and Livestock and Poultry Protection Act  
 Drainage Act  
 Edible Oil Products Act  
 Farm Income Stabilization Act  
 Farm Products Containers Act  
 Farm Products Grades and Sales Act  
 Farm Products Marketing Act  
 Farm Products Payments Act  
 Fur Farms Act  
 Grain Elevator Storage Act  
 Horticultural Societies Act  
 Hunter Damage Compensation Act  
 Junior Farmers Establishment Act  
 Livestock and Livestock Products Act  
 Livestock Branding Act  
 Livestock Community Sales Act  
 Livestock Medicines Act  
 Meat Inspection Act (Ontario)  
 Milk Act  
 Ministry of Agriculture and Food Act  
 Non-resident Agricultural Land Interests Registration Act  
 Oleomargarine Act  
 Ontario Agricultural Museum Act  
 Ontario Food Terminal Act  
 Plant Diseases Act  
 Pounds Act  
 Provincial Auctioneers Act  
 Riding Horse Establishments Act

Seed Potatoes Act

Sheep and Wool Marketing Act, 1981

Stock Yards Act

Tile Drainage Act

Topsoil Preservation Act

Veterinarians Act

Weed Control Act

## MINISTRY OF THE ATTORNEY GENERAL

18 King St. E., 18th Flr.

Toronto M5C 1C5

The Attorney General is given a wide range of powers. A number of the duties of the office have been set out specifically by Ontario statute. The Ministry of the Attorney General Act provides for the Attorney General, as the law officer of the Executive Council, to ensure that administration of public affairs is in accordance with the law; superintend all matters connected with the administration of justice in Ontario; perform the duties and hold the powers that belong to the Attorney General and Solicitor General of England by law or usage, so far as those duties and powers are applicable to Ontario; advise the government and superintend all matters of a legislative nature; advise heads of departments and agencies of government in their legal matters; and conduct and regulate all litigation for and against the Crown.

The Federal Minister of Justice for Canada has legislative authority for the substantive areas of criminal law and procedure and asserts some independent right to prosecute certain classes of offences. The provincial Attorneys General of Canada have paramount responsibility to superintend all aspects of the administration of justice.

### COMMUNICATIONS BRANCH

ATT GEN 1

18 King St. E., 12th Flr.

Toronto M5C 1C5

416-965-9111

The Communications Branch provides information services and establishes communications policy for the Ministry, advises its branches on communications problems and provides communications support to the Minister and the Deputy Minister. Activities include media liaison, answering public inquiries, producing and distributing publications, audio-visual materials, news releases and speeches. Copies of ministry **publications** on **drinking and driving**, **family law**, small claims court, jury duty, being a witness and other public legal information can be obtained by writing to the branch.

### FRENCH LANGUAGE SERVICES

ATT GEN 2

10 King St. E., 8th Flr.

Toronto M5C 1C3

416-965-3870

The French Language Services Coordinator supervises the provision of **French language services** in the Ministry and a general enquiry service in the French language. The office does not provide translation and inquiries should be directed to the Coordinator of Court Interpretation and Translation, 965-8240.

### SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française). Ce bureau ne fait pas de traduction et toutes questions à ce sujet devrait être dirigée au coordonnateur des services d'interprétation et de traduction judiciaires, 965-8240.

## LEGISLATIVE COUNSEL

### LEGISLATIVE COUNSEL SERVICES

ATT GEN 3

Whitney Block, 1st Flr.  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1A2  
416-965-2841

Legislative advisory services are provided to members of provincial parliament (MPPs), government ministers and ministries. The Legislative Counsel Services drafts **legislation** (bills and regulations) in French and English; prepares the Statutes of Ontario (annual books of statutes) and the Revised Statutes of Ontario or RSOs (a consolidation of statutes, revised every ten years) and files and publishes regulations. In addition to the statutes in the RSO, there are other statutes that still have the force of law. A list of these may be found in Schedule C, Volume 9, Revised Statutes of Ontario 1980. For information on statutes, contact 965-2841; on regulations, contact 965-2854; on French statutes, regulations and translations, contact 965-6096. Copies of legislation and bills can be obtained at the Ontario Government Bookstore, 880 Bay St., Toronto, 965-2054 or by writing to the Publications Centre, 880 Bay St., Toronto M7A 1N8 (see entry under Ministry of Government Services)

## POLICY DEVELOPMENT DIVISION

### POLICY DEVELOPMENT DIVISION

ATT GEN 4

18 King St. E., 18th Flr.  
Toronto M5C 1C5  
416-965-2816

The Policy Development Division's functions include: **research** and analysis of all aspects of the administration of justice in Ontario; continual review of the statutes administered by the Ministry; development of its legislative program; and advising the Attorney General and his Deputy on the progress of bills during **legislation**.

## CRIMINAL LAW DIVISION

### DIRECTOR OF CROWN ATTORNEYS

ATT GEN 5

18 King St. E., 18th Flr.  
Toronto M5C 1C5  
416-965-5879

The Director of Crown Attorneys supervises and coordinates the activities of the **crown attorneys** in the 49 counties and districts of the province (listed under Ministry of the Attorney General, Ontario Courts). The Director provides consultation with crown attorneys on particular **criminal** matters and is responsible for the hiring of crown attorneys' staff.

### CROWN ATTORNEYS SYSTEM

ATT GEN 6

416-965-5879

The crown attorneys are responsible for the conduct of **prosecutions** of **offences** in their county or district under the **Criminal Code of Canada** and other federal statutes such as the **Young Offenders Act**. They also conduct prosecutions under provincial statutes such as the **Highway Traffic Act** and the **Liquor Licence Act**. The crown attorneys and their

assistants exercise the Attorney General's discretionary powers with respect to prosecutions. They choose the appropriate charge on which to proceed, consider the release of prisoners pending **trial** and conduct trials at all levels of court.

The crown attorneys also watch over private summary conviction prosecutions and intervene if the interests of the community require it. They represent the Crown in all summary conviction appeals held in the district courts. The crown attorneys act as counsel to the **coroner** during **inquests** and advise and inform the **police**, **lawyers** and the public on general matters related to the administration of justice.

Crown attorneys are listed in alphabetical order by county or district under the Ministry of the Attorney General, Ontario Courts entry.

#### CROWN LAW OFFICE CRIMINAL LAW

ATT GEN 7

18 King St. E., 16th Flr.  
Toronto M5C 1C5  
416-965-0650

This office is responsible for the preparation and argument of all **criminal** appeals in indictable offences in the province, whether the Crown is the respondent or the appellant. It deals with the judiciary, crown attorneys, police and the public and conducts special **prosecutions**.

The branch also provides a **racial attack advice service** by telephone to victims of racially-motivated **criminal offences**, including physical **assaults** where the police have not laid charges. Lawyers inform callers of their right to lay charges and the procedure to follow.

#### CIVIL LAW DIVISION

##### CROWN LAW OFFICE CIVIL LAW

ATT GEN 8

18 King St. E., 17th Flr.  
Toronto M5C 1C5  
416-965-2831

This office provides the Ontario Government with legal services in civil **litigation** matters in all levels of courts, boards and tribunals and gives professional advice and legal opinions to all government ministries, agencies and tribunals on a variety of subjects including interpretation of provincial **legislation**. It examines applications for **judicial review** to determine if an intervention will be made on behalf of the Attorney General, deals with claims for and against the Crown and answers inquiries from the public on statutes administered by this Ministry.

##### CROWN LAW OFFICE CONSTITUTIONAL LAW

ATT GEN 9

18 King St. E., 4th Flr.  
Toronto M5C 1C5  
416-965-6271

This office advises all ministries on **constitutional** questions and reviews all **litigation** in Ontario courts and in the Supreme Court of Canada in which constitutional questions are raised. Where advisable, division counsel appear in such litigation to represent the Attorney General as a party or intervenor, or to represent the concerned ministry.

LEGAL SERVICES BRANCH

ATT GEN 10

18 King St. E., 18th Flr.  
Toronto M5C 1C5  
416-965-2535

Legal Services Branch is responsible for the provision of **lawyers** and the coordination of general legal advice to the ministries of the Ontario government. It also functions as Chief Inquiry Officer under the **Expropriations Act**, appointing and providing liaison with inquiry officers throughout the Province who hear concerns from the public on specific **expropriation** cases.

OFFICIAL GUARDIAN BRANCH

ATT GEN 11

180 Dundas St. W.  
Toronto M5G 1E4  
416-965-1865

The Official **Guardian** represents the civil rights of persons under a legal disability, usually **children** under 18 years of age or the **mentally incompetent**, as well as **unborn** and absentee persons. The Official Guardian also makes recommendations to the Court regarding the care, custody and maintenance of children in **divorce** cases and provides them with legal representation in protection and **custody** cases.

PUBLIC TRUSTEE BRANCH

ATT GEN 12

145 Queen St. W.  
Toronto M5H 2N8  
416-362-1331

This Branch manages **estates** of **mentally incompetent** persons (mainly those in **psychiatric** hospitals and facilities for the **developmentally handicapped**). The Public **Trustee** may be appointed administrator of estates of Ontarians who die **intestate** without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. The Public Trustee may also be appointed executor under a will, and is authorized to accept private trusts, powers of attorney, etc.. The branch advises **charitable organizations** of legacies from **wills** and reviews operations of charities. It receives in trust assets of **corporations** undergoing dissolution and is authorized to receive funds in trust for perpetual care of **cemeteries**.

PROGRAMMES AND ADMINISTRATION DIVISION

COMPUTER AND TELECOMMUNICATIONS  
SERVICES BRANCH

ATT GEN 13

18 King St. E., 5th Flr.  
Toronto M5C 1C5  
416-965-0467

The Computer and Telecommunications Services Branch (CTSB) is responsible for the development of new computer systems and the enhancement and support of systems already in production in the Ministry of the Attorney General. It designs and plans corporate information resources, security of data access and data centre facilities, contingency and capacity planning.

Office automation and records management products are evaluated and supported and

expertise and consultation is given to ministry management on the appropriate use and implementation of office automation **technology**

The branch offers walk-in support, training and consulting services for ministry end-users of computer systems. Statistical services and centralized word processing facilities are available and the coordination of voice and data communication systems for the ministry are planned, managed and implemented by this branch.

#### ACCOUNTANT OF THE SUPREME COURT OF ONTARIO

ATT GEN 14

123 Edward St.  
Toronto M5G 1E2  
416-965-5596

This office is the depository for all money, **mortgages** and **securities** which are paid into, or lodged with, the Supreme Court of Ontario. These monies, mortgages and securities are received and disbursed or released pursuant to judgments and orders of the **Supreme Court of Ontario** and in accordance with the **Judicature Act** and other relevant statutes. Where monies are in court to the credit of infants, this office administers the funds until the age of majority of the **children**.

#### FINANCIAL MANAGEMENT AND PROGRAMME PLANNING BRANCH

ATT GEN 15

18 King St. E., 3rd Flr.  
Toronto M5C 1C5  
416-965-1291

The branch provides all programs of the Ministry with financial management and accounting services, including formulation of program estimates and branch budgets. It maintains the Ministry's Manual of Administration relating to financial and administrative policies and procedures.

Internal coordination and program planning and implementation, particularly where there is ongoing liaison and consultation with central agencies of the government, is provided by this branch. It oversees the analysis and planning function of the Ministry; monitors and evaluates the effectiveness and efficiency of programs and activities; develops submissions for central agencies in consultation with operating branches and coordinates all cost-sharing agreements with other government bodies.

The branch also assists **royal commissions** and **judicial inquiries** with logistical and administrative support and advises them on administration and operational guidelines.

Other responsibilities include drafting, coordinating and processing all Orders-in-Council and Regulations for the Ministry and administering the **Public Institutions Inspection Act**.

#### HUMAN RESOURCES BRANCH

ATT GEN 16

18 King St. E., 14th Flr.  
Toronto M5C 1C5  
416-965-2552

The Human Resources Branch develops, coordinates and administers a full range of personnel services within the Ministry of the Attorney General. It is responsible for the establishment of Ministry personnel policies and procedures, classification and compensation levels, staff recruitment, training and development, employee counselling and

staff relations. The branch also maintains the Ministry's personnel records and serves as liaison between the Ministry and the Human Resources Secretariat and the Ontario Public Service Employees Union (OPSEU). It administers The **Blind Persons' Rights Act**: blind persons shall not be denied **accommodation**, services or facilities or experience **discrimination** because they keep or are accompanied by a guide **dog**. As proof of entitlement to the provisions of the Act, the branch issues an identification card with a picture of the blind person and the dog, upon successful completion of an approved training program.

#### AUDIT SERVICES BRANCH

ATT GEN 17

101 Bloor St. W., 4th Flr.

Toronto M5S 1P7

416-965-4223

The branch is responsible for the Ministry's audit functions which include comprehensive review and appraisal of Ministry financial, administrative and operational records, systems and controls.

#### EMPLOYMENT EQUITY PROGRAM

ATT GEN 18

18 King St. E., 14th Flr.

Toronto M5C 1C5

416-965-7502

The Coordinator of the Ministry's Employment Equity Program plans, develops and coordinates activities to improve the employment status of female Ontario government employees with the aim of ensuring equal opportunity for women.

#### ADMINISTRATIVE TRIBUNALS

##### OFFICE OF THE PUBLIC COMPLAINTS

ATT GEN 19

##### COMMISSIONER

157 Bloor St. W.

Toronto M5S 1P7

416-963-1141

The Office of the **Public Complaints Commissioner (PCC)** handles complaints from members of the public against **police** officers on the Metropolitan Toronto Police Force. A citizen may lodge a complaint directly with the Commissioner or with the Police Force. Copies are forwarded so that both the Commissioner and the Police are immediately aware of all complaints. The Public Complaints Commissioner is an independent civilian with the power to conduct his own investigation, separate from that of the police, and ensure that all complaints concerning allegations of misconduct are dealt with promptly and fairly. A complainant who is not satisfied with the decision made by the Chief of Police has the right, in certain circumstances, to have the Commissioner review the matter. After completing the review, the Commissioner may order a hearing before an all-civilian Board of Inquiry which has the power to impose penalties directly on the officer involved. Office hours are 8:30 a.m. to 5:15 p.m. There is a twenty-four hour telephone answering service.

## ONTARIO MUNICIPAL BOARD

ATT GEN 20

180 Dundas St. W.  
Toronto M5G 1E5  
416-598-2266

The Ontario Municipal Board is an independent administrative tribunal which hears applications/appeals on municipal and planning matters such as: **zoning** by-laws, **subdivision** plans, **official plans**, consents and minor variances under the **Planning Act**; assessment appeals under the **Assessment Act**; **land compensation** matters under the **Expropriations Act**; municipal capital expenditures and debentures under the **Municipal Act** and other legislation.

The Board was established by, and derives some of its authority from, the Ontario Municipal Board Act.

## ASSESSMENT REVIEW BOARD

ATT GEN 21

80 Bloor St. W.  
Toronto M5S 1L9  
416-965-7574

The Assessment Review Board hears complaints against **real property** and **business assessment**, the basis of **municipal taxation** in Ontario. It handles appeals on the refusal of municipal clerks to amend school support lists for **school board** taxation; applications for the cancellation, reduction or refund of municipal taxes; and requests to increase municipal taxes where manifest errors have been made in the collectors' roll. For further information on real property assessment, see Ministry of Revenue, Field Operations Branch. Contact local municipal offices for questions on property taxation and rates. For assessment complaints, contact Regional Registrar of Assessment Review Board at one of these offices:

*Regional Registrar*  
*Northwestern Area*  
85 Great Northern Rd.  
**Sault Ste. Marie P6B 4Y8**  
705-949-5280

*Regional Registrar*  
*Central, Georgian Bay*  
*and Lake Huron Area*  
713 Davis Dr., Ste. 303  
**Newmarket L3Y 2R3**  
416-895-1274  
(Simcoe, York, Halton,  
Peel)

*Regional Registrar*  
*Eastern Area*  
2378 Holly Lane, Rm. 208  
**Ottawa K1V 7P1**  
613-731-7166  
(Ottawa-Carleton, Prescott  
& Russell, Stormont, Dundas  
& Glengarry, Lanark, Leeds  
& Grenville, Renfrew, Frontenac,  
Lennox & Addington, Hastings,  
Prince Edward, Northumberland)

*Regional Registrar*  
*Grand River/Niagara Area*  
678 Main St. E., Ste. 303  
**Hamilton L8M 1K2**  
416-549-4173  
(Brant, Dufferin, Wellington,  
Waterloo, Niagara,  
Haldimand-Norfolk,  
Hamilton-Wentworth)

*Regional Registrar*  
*Lake Ontario Area*  
277 George St. N., Ste. 207  
**Peterborough K9J 3G9**  
705-743-7960  
(Peterborough, Victoria,  
Haliburton, Durham)

*Regional Registrar*  
*Metro Toronto Area North*  
Sheppard Centre  
2 Sheppard Ave. E., Ste. 605  
**North York M2N 5Y7**  
416-733-1990

*Regional Registrar*  
*Metro Toronto Area South*  
80 Bloor St. W., Ste. 701  
**Toronto M5S 1L9**  
416-965-6826

*Regional Registrar*  
*Northeastern Area*  
Northgate Square, Ste. 300  
**North Bay P1B 2H3**  
705-474-1612  
(Nippissing, Muskoka,  
Parry Sound, Cochrane,  
Timiskaming, Manitoulin,  
Algoma, Kenora, Rainy River,  
Thunder Bay, Sudbury)

*Regional Registrar*  
*Southwestern Area*  
426 Third St., 1st Flr.  
**London N5W 4W6**  
519-453-6660  
(Elgin, Bruce, Grey,  
Middlesex, Oxford, Kent,  
Lambton, Essex, Huron,  
Perth)

#### CRIMINAL INJURIES COMPENSATION BOARD

ATT GEN 22

439 University Ave., 17th Flr.  
Toronto M5G 1Y8  
416-965-4755

The Board provides **compensation** to eligible applicants when a person is injured or killed in Ontario, as the result of an unprovoked act of **criminal** violence.

#### BOARD OF NEGOTIATION

ATT GEN 23

439 University Ave.  
Toronto M5G 1Y8  
416-965-2867

The Board of Negotiation may act as a mediator to negotiate a settlement when **real property** is **expropriated** and no agreement can be reached on **compensation**. The property owner or the expropriating authority can request the services of the Board of Negotiation.

#### BOARD OF VALUATION

ATT GEN 24

439 University Ave.  
Toronto M5G 1Y8  
416-965-2867

Where a power exercised under the **Power Corporation Act** does not constitute an expropriation or injurious affection, **compensation** shall be paid to the **real property** owner for all damage, and when no agreement is arrived at as to the amount of compensation to be paid to the owner, the Board of Valuation shall determine compensation for such property damage. If either the owner or the power corporation is dissatisfied with the amount fixed, appeals may be made to the **Ontario Municipal Board**.

## COURTS ADMINISTRATION PROGRAM

### COURTS ADMINISTRATION PROGRAM

ATT GEN 25

18 King St. E., Mezzanine Level

Toronto M5C 1C5

416-965-5184

Courts Administration Program, under the supervision of the Assistant Deputy Attorney General/Inspector of Legal Offices, provides administrative services to **District** (formerly County and District) **Court**, **Surrogate Court** and the **Supreme Court of Ontario** including direction to sheriffs and court registrars (965-1524). The Program manages the **Small Claims Court**, Provincial Court (Civil) offices and gives direction to Small Claims Court bailiffs and clerks (965-7945). It manages Provincial (Criminal and Family) Court offices (965-0916); provides courts and office **accommodation** planning (965-8542) and ensures the provision of court reporting services (965-2399). It furnishes interpretation/translation services to the courts and is involved with the implementation of **French language services** in Ontario Courts (965-3870). The Program supports provincially-appointed judiciary and processes applications for **Commissioners** for taking **affidavits** and **notaries public** (965-8535).

## COURTS

### SUPREME COURT OF ONTARIO

ATT GEN 26

130 Queen St. W.

Toronto M5H 2N5

416-363-4101

The Supreme Court of Ontario consists of two divisions: the **High Court of Justice**, the trial division and the **Ontario Court of Appeal**, which hears only appeals and is the highest court in the Province. With certain exceptions, parties before the High Court may demand a trial by judge and **jury**. The **Divisional Court** is a division of the High Court with jurisdiction to hear civil appeals from administrative tribunals and the Small Claims Court. The **Family Law Division** of the High Court (965-7418) handles **trials** of **divorce** actions and motions relating to disputes between husband and wife or parents and **children**, e.g., infant custody maintenance and/or **support**. There is a local office of the Supreme Court in every county or district (see list under the Ontario Courts entry, Ministry of the Attorney General). The Divisional Court and Court of Appeal sit primarily in Toronto. The Divisional Court also sits in Ottawa and London.

### SUPREME COURT OF ONTARIO

ATT GEN 27

#### MASTERS' OFFICE

145 Queen St. W.

Toronto M5H 2N7

416-965-5578

The **Masters** are judicial officers of the **Supreme Court of Ontario** who have jurisdiction to consider certain applications in proceedings in the Supreme Court. One of their tasks is the **assessment** or review of lawyers' bills. Clients wanting to challenge fees charged by **lawyers** must go, with a copy of the bill, to the Supreme Court of Ontario within 30 days of receiving the bill or ask a judge for a time-extension. If the complaint is justified, the judge will issue an order to have the bill assessed. To initiate proceedings or launch appeals of an assessment officer's decision, contact: in Toronto, Weekly Court, Supreme

Court, 145 Queen St. W., Toronto M7H 2N7, 965-5541; in Ottawa, Master, Supreme Court, 2 Daly Ave., Ottawa K1N 6E2, 613-566-3702; in other areas, the Local Registrar of the Supreme Court of Ontario (listed under Ontario Courts, Ministry of the Attorney General).

SUPREME COURT OF ONTARIO  
LOCAL REGISTRAR'S OFFICE  
145 Queen St. W.  
Toronto M5H 2N9  
416-965-5544

ATT GEN 28

The Supreme Court of Ontario **Local Registrar's Office**, Judicial District of York, handles inquiries regarding cases commenced in this district. For a listing of **divorce** cases for **trials**, contact 965-7419; for **bankruptcy**, contact 965-5573; for other cases, contact 965-7416. The Office provides certified copies of court **documents**, e.g. final divorce decree (965-5563). Outside this judicial district, contact the local Supreme Court Registrar of the relevant county or district. Although filed with the Supreme Court of Ontario, divorce and bankruptcy cases are governed by federal laws, the Divorce Act Canada 1986 and the Canada Bankruptcy Act, respectively. Questions about legal rights or requests for advice should be referred to a lawyer.

SUPREME COURT OF ONTARIO  
REPORTERS' OFFICE  
500 University Ave., Ste. 716  
Toronto M5G 1V7  
416-965-2824

ATT GEN 29

Supreme Court of Ontario Reporters' Office supplies shorthand reporters who provide verbatim reporting services for the sittings of all **trials** in the Supreme Court of Ontario throughout the Province. It also provides written **transcripts** of proceedings. With rare exceptions, court transcripts are available to anyone, for a fee. The Reporters' Office serves only the Supreme Court of Ontario; lower courts have their own staff.

DISTRICT COURT OF ONTARIO  
400 University Ave.  
Toronto M5G 1S5  
416-965-1866

ATT GEN 30

The District Court of Ontario has jurisdiction in both **criminal** and civil cases. In civil cases, any amount may be claimed but the defendant can have the action moved into the **Supreme Court of Ontario** for an amount over \$25,000. However, cases involving amounts under \$1,000 (\$3,000 in Metro Toronto) are usually brought to the Small Claims Court (Provincial Court, Civil Division). The District Court hears proceedings pursuant to a variety of Statutes, including: **Landlord and Tenant Act**, **Family Law Act** and **Mental Incompetency Act**. Persons rarely appear without legal counsel. In many cases, either party may select **trial** by judge and jury. Criminal jurisdiction involves handling of trials, with or without a jury, of most indictable offences.

**Sheriffs** in judicial districts and counties carry out the orders of the District and Supreme Courts of Ontario and summon jurors for **jury** duty in these courts. They put into effect **writs** of execution and serve **documents** on behalf of members of the legal profession and the public. Sheriffs are in charge of the county court house (e.g., maintenance, security, etc.).

**SURROGATE COURT**

ATT GEN 31

361 University Ave.  
Toronto M5G 1X9  
416-965-7314

Surrogate Court probates **wills** of persons who die testate (with a will) and letters of administration of persons who die **intestate** (without a will). The Court also handles contested claims against **estates**, **will trials**, applications under the **Succession Law Reform Act** and **Proof in Solemn Form of Lost Wills**. Contact the local Surrogate Court Registrars listed alphabetically by county or district under the Ontario Courts entry, Ministry of the Attorney General.

**PROVINCIAL COURT (CIVIL DIVISION)**

ATT GEN 32

**SMALL CLAIMS COURT**

Judges' Chambers  
400 University Ave., 25th Flr.  
Toronto M5G 1S8  
416-965-3715

*Small Claims Court Services Branch*

18 King St. E., Mezzanine Flr.  
Toronto M5C 1C5  
416-965-7945

Provincial Court (Civil Division), also known as the Small Claims Court, provides a convenient and inexpensive way to adjudicate damage actions, disputes over goods and services, and claims for outstanding **debts**, each for amounts not exceeding \$1,000, exclusive of interest (\$3,000, exclusive of interest, in Metropolitan Toronto).

Procedures are informal; lawyers are not required, although their services may be used. Court staff may assist in the filing of a claim or defence. The Small Claims Courts are listed alphabetically by county or district under the Ontario Courts entry, Ministry of the Attorney General.

**PROVINCIAL COURT (CIVIL DIVISION)****SMALL CLAIMS COURT REFEREES**

ATT GEN 33

Judicial District of York  
College Park, 444 Yonge St., Rm. 257  
Toronto M5B 2H4  
416-965-5591

Referees of the Small Claims Court **counsel** people on their problems with **debts**, particularly with **claims** and **garnishments**. For this service telephone for an appointment and bring complete information on income, expenses, debts and creditors.

There is a small claims court referee in each of the following judicial districts or counties: Algoma (located in Elliot Lake and Sault Ste. Marie), Cochrane (Timmins), Essex (Windsor), Hamilton-Wentworth (Hamilton), Kenora (Dryden and Kenora), Ottawa-Carleton (Ottawa), Middlesex (London and Strathroy), Sudbury (Sudbury), Thunder Bay (Thunder Bay), Timiskaming (Haileybury) and York (Toronto). To provide better service to the public in Metro Toronto, the small claims court referee service has been decentralized. In addition to the College Park location, there are referees at the

Etobicoke, North York and Scarborough Small Claims Courts. For addresses and telephone numbers, see Small Claims Court listings under Ontario Courts, Ministry of the Attorney General.

PROVINCIAL COURT (CRIMINAL DIVISION)

ATT GEN 34

60 Queen St. W.  
Toronto M5H 2M4

The Provincial Court (Criminal Division), presided over by judges appointed by the Lieutenant-Governor-in-Council, renders the final disposition in approximately 95 per cent of all cases, including **young offenders** 16 and 17 years of age charged with criminal or regulatory offenses, under the **Criminal Code of Canada** and other federal statutes.

A person accused of an indictable offence which is not within the absolute jurisdiction of a Provincial Court judge and is not customarily tried before the Supreme Court of Ontario may elect to be tried before a Provincial, county or district court judge sitting either alone or with a jury. For **bail** procedures to release a person from custody, contact a justice of the peace of the appropriate court branch or, in Toronto, the Bail Office, at 965-7522.

Civil **marriages** are performed (in Toronto, Monday to Friday) by justices of the peace and judges, by special appointment only, to be made in person and in advance (965-7227).

The Provincial Court (Criminal Division) holds sittings on a regular basis at approximately 149 locations throughout the Province; a list showing the Court addresses and telephone numbers appears under Ontario Courts, Ministry of the Attorney General.

PROVINCIAL COURT (CRIMINAL DIVISION)  
PROVINCIAL OFFENCES COURT

ATT GEN 35

The Provincial Offences Court is presided over by provincial judges and justices of the peace who render the final disposition regarding **offences** under the Statutes of Ontario and **municipal** by-laws, excluding parking infractions.

The **Provincial Offences Act** covers the **prosecution** of all provincial offences (e.g., those under the **Highway Traffic Act**) and municipal by-laws, excluding parking infractions. This Act provides a procedure for dealing with minor offences. The person charged may choose one of three options: a payment out of court, a plea of not guilty, or a plea of guilty with explanation. The Act also provides for proceedings to be brought to court for more serious offences. Parking infractions continue under the Summary Convictions Act (for the present).

For questions about payment of **parking tags** issued by municipal police, contact the police directly since procedures vary throughout the province. Parking tags issued by the Metro Toronto Police are payable at any court office in Metro, or any bank in the province.

For inquiries on payment of **fines** following conviction and **driver licence** suspension for non-payment of fines, call the Provincial Court (Criminal Division); in Toronto, call 965-7537.

The Provincial Offences Court holds sittings on a regular basis at approximately 149 locations throughout the Province. Addresses are the same as for the Provincial Court (Criminal Division) and are listed under Ontario Courts, Ministry of the Attorney General.

PROVINCIAL COURT (CRIMINAL DIVISION)  
 DEFAULTED FINES CONTROL CENTRE

ATT GEN 36

60 Queen St. W., Rm. 19  
 Old City Hall  
 Toronto M5H 2M4  
 416-965-9012

The Defaulted Fines Control Centre monitors court orders suspending **driver licences** for non-payment of **fin**es under the **Highway Traffic Act** and provides information about the fine(s) which caused the suspension and the procedures to clear it. The Centre may be contacted by telephone in Toronto at 965-9012 or by writing to the above address. It is not involved with traffic fines for drivers whose licences have not yet been suspended due to non-payment; for this information, contact the appropriate Provincial Offences Court (same address as the local Provincial Court (Criminal Division) listed under the Ontario Courts, Ministry of the Attorney General.

PROVINCIAL COURT (CRIMINAL DIVISION)  
 METRO TORONTO FORENSIC SERVICE

ATT GEN 37

1001 Queen St. W.  
 Toronto M6J 1H4  
 416-535-8501

Metro Toronto Forensic Service (METFORS) performs **psychiatric** assessments of persons who have been arrested due to alleged **criminal** offences and are suspected of being **mentally ill**. Examinations are ordered primarily by the Provincial Court (Criminal Division) and are usually conducted prior to bail. The Service also assesses and treats those persons who have demonstrated signs of mental illness while in jail awaiting trial. **METFORS** is funded by the Ministry of the Attorney General, staffed by professionals in the field and run by a board of representatives from the **Clarke Institute of Psychiatry** and the Ministries of the Attorney General, Health and Correctional Services. It primarily serves courts within the Judicial District of York; at times some cases are accepted from elsewhere.

PROVINCIAL COURT (FAMILY DIVISION)

ATT GEN 38

Chief Judge's Office  
 700 Bay St.  
 Toronto M5G 1Z6  
 416-965-3214

Provincial Court (Family Division) deals with domestic relations law (custody and access of **children**, **support** orders for spouses, infants and destitute parents); child welfare (child protection and **adoption**) and **young offenders** (children 12 to 15 years of age charged with **criminal** or regulatory offences).

There is at least one court in each county, district or judicial district, except for the Judicial District of Hamilton-Wentworth (see next entry, Unified Family Court). See list under Ontario Courts, Ministry of the Attorney General.

## UNIFIED FAMILY COURT

ATT GEN 39

Judicial District of Hamilton-Wentworth

100 James St. S.

Hamilton L8P 2Z3

416-525-1550

The Unified Family Court, Judicial District of Hamilton-Wentworth, was established in 1977 in response to the recommendations of the federal and Ontario law reform commissions and as a pilot project for the future development of this court in other areas of Ontario. Replacing the former Provincial Court (Family Division) of Hamilton-Wentworth, the Unified Family Court has exclusive, original jurisdiction over family matters as set out in the Courts of Justice Act, 1984, Part III. It is designed to remedy problems, assumed to be caused by the existing court system, by unifying the exercise of jurisdiction in all **family law** matters in one court. Its objectives relate to the interests of individual families and the state. For families, the system aims to reduce feelings of confusion in the legal resolution of disputes; to lessen costs of resolving disputes through the court; to reduce delay and inconvenience; and to provide families with a resolution which is comprehensive, equitable, understandable and durable. For the state, the system aims to decrease court, legal and welfare costs in the resolution of family disputes; to preserve and strengthen the family by helping spouses accept their responsibilities; and to promote conditions which encourage respect for the law and the courts. Attached to and forming part of the Unified Family Court is a conciliation service, which performs mediation on custody and access problems. The mediation process assists parties in coming to agreement on issues of custody and access.

## ONTARIO COURTS

ATT GEN 40

Ontario is administratively divided into judicial counties or districts. Below is a list of courts, grouped by the judicial counties or districts in which they are located. Courts are also listed in the blue pages of all telephone directories. If long distance ask operator for appropriate Zenith number.

## ALGOMA DISTRICT

*Provincial Court (Criminal)*

P.O. Box 187

**Bruce Mines P0R 1C0**

705-785-3767

Zenith 81930

*Provincial Court (Criminal)*

14 Oakland Blvd.

**Elliot Lake P5A 2T1**

705-848-2500

Zenith 81930

*Provincial Court (Civil Division)**Elliot Lake Small Claims Court*

12 Gillanders Rd.

**Elliot Lake P5A 1W3**

705-848-2383

Zenith 89000

*Crown Attorney*

Court House, P. O. Box 550

**Sault Ste. Marie P6A 5M8**

705-949-4440

Zenith 61130

*Sheriff-District Court*

Court House

P. O. Box 550

**Sault Ste. Marie P6A 5M8**

705-759-1352

Zenith 30490

*Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar  
Court House  
426 Queen St. E.  
Sault Ste. Marie P6A 5M8  
705-254-6911  
For toll-free number, see  
blue pages in telephone directory*

*Provincial Court (Criminal)  
Court House, P. O. Box 550  
Sault Ste. Marie P6A 5M8  
705-254-6897  
Zenith 81930*

*Provincial Court (Family)  
Court House, P. O. Box 909  
473 Queen St. E., Ste. 100  
Sault Ste. Marie P6A 1Z5  
705-253-3288  
Zenith 20650*

*Provincial Court (Civil Division)  
Sault Ste. Marie Small Claims Court  
Small Claims Court Referee  
Court House, 424-440 Queen St. E.  
Sault Ste. Marie P6A 1Z7  
705-253-5141  
Zenith 89000*

*Provincial Court (Civil Division)  
14 Maple St.  
Thessalon P0R 1L0  
705-842-3220  
Zenith 89000*

*Provincial Court (Civil Division)  
Wawa Small Claims Court  
42 Superior Ave.  
Wawa P0S 1K0  
705-856-7079  
Zenith 89000*

## BRANT COUNTY

*Crown Attorney  
Court House  
80 Wellington St.  
Brantford N3T 2L9  
519-752-3704*

*Sheriff/Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar  
Court House  
70 Wellington St.  
Brantford N3T 2L9  
519-752-5941*

*Provincial Court (Criminal)  
102 Wellington Sq.  
Brantford N3T 2M2  
519-753-3121*

*Provincial Court (Family)  
City Hall, 2nd Flr.  
100 Wellington Sq.  
Brantford N3T 2M2  
519-752-6559*

*Provincial Court (Civil Division)  
Brantford Small Claims Court  
34 Market St.  
Brantford N3T 2Z5  
519-753-0451*

## BRUCE COUNTY

*Provincial Court (Civil Division)  
Port Elgin Small Claims Court  
Box 1621, 607 Mill St.  
Port Elgin N0H 2C0  
519-832-2253  
Zenith 89000*

*Crown Attorney  
Court House  
P. O. Box 460  
Walkerton N0G 2V0  
519-881-0432  
Zenith 61130*

*Sheriff*  
Court House  
**Walkerton N0G 2V0**  
519-881-1772  
Zenith 30490

*Local Registrar-Supreme Court*  
*Surrogate Registrar*  
Court House  
**Walkerton N0G 2V0**  
519-881-0211  
Zenith 71040

*Provincial Court (Criminal & Family)*  
P. O. Box 39  
**Walkerton N0G 2V0**  
519-881-2333  
Zenith 81930

*Provincial Court (Civil Division)*  
*Walkerton Small Claims Court*  
Court House  
Box 430, 215 Cayley St.  
**Walkerton N0G 2V0**  
519-881-0211  
Zenith 71040

*Provincial Court (Civil Division)*  
*Warton Small Claims Court*  
Box 514, 507 Mary St.  
**Warton N0H 2T0**  
519-534-1714  
Zenith 89000

## **COCHRANE DISTRICT**

*Sheriff*  
Court House  
**Cochrane P0L 1C0**  
705-272-4256  
Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
P. O. Box 638  
**Cochrane P0L 1C0**  
705-272-4186  
Zenith 71040

*Provincial Court (Criminal & Family)*  
P. O. Box 2069  
**Cochrane P0L 1C0**  
705-272-4358  
Zenith 81930

*Provincial Court (Civil Division)*  
*Cochrane Small Claims Court*  
Box 1688, 149 4th Ave.  
**Cochrane P0L 1C0**  
705-272-4151  
Zenith 89000

*Provincial Court (Civil Division)*  
*Iroquois Falls Small Claims Court*  
Box 369, 885 Centennial St.  
**Iroquois Falls P0K 1G0**  
705-232-4374  
Zenith 89000

*Crown Attorney*  
2, Drury St.  
**Kapuskasing P5N 1K8**  
705-335-6184  
Zenith 61130

*Provincial Court (Civil Division)*  
*Kapuskasing Small Claims Court*  
Box 182, 22 Hill St.  
**Kapuskasing P5N 2Y3**  
705-335-6383  
Zenith 89000

*Crown Attorney*  
230A First Ave.  
**Timmins P4N 1H5**  
705-264-5234  
Zenith 61130

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
48 Spruce St. N.  
**Timmins P4N 6M7**  
705-267-1449

*Provincial Court (Criminal)*  
The 101 Mall, Ste. 125  
38 Pine St. N.  
**Timmins P4N 6K6**  
705-264-2376  
Zenith 81930

*Provincial Court (Family)*  
The 101 Mall, 2nd Flr.  
38 Pine St. N.  
**Timmins P4N 6K6**  
705-264-5228  
Zenith 20650

*Provincial Court (Civil Division)*  
*Timmins Small Claims Court*  
*Small Claims Court Referee*  
47 Pine St. S.  
**Timmins P4N 2J9**  
705-264-3808  
Zenith 89000

## DUFFERIN COUNTY

*Crown Attorney*  
Provincial Court Office  
75 First St.  
**Orangeville L9W 2E7**  
519-941-4471

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
51 Zina St.  
**Orangeville L9W 1E5**  
519-941-4744

*Provincial Court (Criminal & Family)*  
75 First St., 2nd Flr.  
**Orangeville L9W 2E7**  
519-941-5802

*Provincial Court (Civil Division)*  
*Orangeville Small Claims Court*  
21 First St.  
**Orangeville L9W 2C8**  
519-941-1392

*Provincial Court (Civil Division)*  
*Shelburne Small Claims Court*  
R. R. 1  
**Shelburne L0N 1S0**  
519-925-5040

## JUDICIAL DISTRICT OF DURHAM

*Provincial Court (Criminal)*  
242 King St. E.  
**Oshawa L1H 3Z8**  
416-723-5251  
Zenith 81930

*Provincial Court (Family)*  
44 Bond St. W.  
P.O. Box 2216  
**Oshawa L1G 6R2**  
416-728-1623/4  
Zenith 20650

*Provincial Court (Civil Division)*  
*Oshawa Small Claims Court*  
Box 474, Station A  
King & Park Plaza  
14 1/2 King St. E.  
**Oshawa L1H 2L5**  
416-723-9332  
Zenith 89000

*Crown Attorney*  
Court House  
P. O. Box 448  
605 Rossland Rd. E.  
**Whitby L1N 5S4**  
416-668-8873  
Zenith 61130

*Sheriff*  
Court House  
P. O. Box 446  
605 Rossland Rd. E.  
**Whitby L1N 5S4**  
416-668-6808  
Zenith 30490

*Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar  
Court House  
P. O. Box 447  
605 Rossland Rd. E.  
Whitby L1N 5S4  
416-668-8845  
Zenith 71040*

*Provincial Court (Civil Division)  
Whitby Small Claims Court  
306 Dundas St. W., 2nd Flr  
P. O. Box 554  
Whitby L1N 5S4  
416-668-3624  
Zenith 89000*

*Provincial Court (Civil Division)  
Uxbridge Small Claims Court  
8 Brock St. W., P. O. Box 340  
Uxbridge L0C 1K0  
416-852-7113  
Zenith 89000*

#### **ELGIN COUNTY**

*Crown Attorney  
Administration of Justice Bldg.  
30 St. Catharines St.  
St. Thomas N5P 3T9  
519-631-1506  
Zenith 61130*

*Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar  
Court House, P. O. Box 310  
St. Thomas N5P 3T9  
519-633-1720  
Zenith 71040*

*Sheriff  
Court House, P. O. Box 310  
St. Thomas N5P 3T9  
519-631-3530  
Zenith 71040*

*Provincial Court (Criminal)  
P. O. Box 267  
St. Thomas N5P 3T9  
519-633-1230  
Zenith 81930*

*Provincial Court (Family)  
P. O. Box 327  
St. Thomas N5P 3T9  
519-633-2160/69  
Zenith 20650*

*Provincial Court (Civil Division)  
St. Thomas Small Claims Court  
2 Wellington St.  
St. Thomas N5R 2P2  
519-631-1241  
Zenith 89000*

#### **ESSEX COUNTY**

*Provincial Court (Civil Division)  
Amherstburg Small Claims Court  
1389 Front Road S.  
Amherstburg N9V 2M5  
519-736-2667*

*Provincial Court (Civil Division)  
Kingsville Small Claims Court  
17 Division St. S., P. O. Box 40  
Kingsville N9Y 2E8  
519-733-2633  
Zenith 89000*

*Crown Attorney  
Ste. 610, West Court Place  
251 Goyeau St.  
Windsor N9A 6V2  
519-253-1104  
Zenith 61130*

*Sheriff  
County Court House  
245 Windsor Ave.  
Windsor N9A 1J2  
519-252-7209  
Zenith 30490*

*Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar  
Court House  
245 Windsor Ave.  
Windsor N9A 1J2  
519-254-1159  
Zenith 71040*

*Provincial Court (Criminal)  
P. O. Box 607  
Windsor N9A 6N4  
519-254-2591  
Zenith 81930*

*Provincial Court (Family)  
250 Windsor Ave., 4th Flr.  
Windsor N9A 6R5  
519-254-2871  
Zenith 20650*

*Provincial Court (Civil Division)  
Windsor Small Claims Court  
744 Ouellette Ave.  
Windsor N9A 1C3  
519-258-8751*

*The Master  
Supreme Court of Ontario  
245 Windsor Ave., Rm. 114  
Windsor N9A 1J2  
519-254-1058*

## FRONTENAC COUNTY

*Crown Attorney  
County Court House, 2nd Flr.  
Kingston K7L 2N4  
613-548-6220  
Zenith 61130*

*Sheriff  
Court House  
Kingston K7L 2N4  
613-548-6820  
Zenith 30490*

*Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar  
Court House  
Kingston K7L 2N4  
613-548-6811  
Zenith 71040*

*Provincial Court (Criminal)  
P. O. Box 400  
279 Wellington St.  
Kingston K7L 4W2  
613-548-6200  
Zenith 81930*

*Provincial Court (Family)  
P. O. Box 981  
469 Montreal St.  
Kingston K7L 4X8  
613-548-6789  
Zenith 20650*

*Provincial Court (Civil Division)  
Kingston Small Claims Court  
County Court House  
Kingston K7L 2N4  
613-547-2231  
Zenith 89000*

*Provincial Court (Civil Division)  
Sharbot Lake Small Claims Court  
General Delivery  
Sharbot Lake K0H 2P0  
613-279-2537  
Zenith 89000*

## GREY COUNTY

*Provincial Court (Civil Division)  
Durham Small Claims Court  
R. R. 3, Box 103  
Durham N0G 1R0  
519-369-3505  
Zenith 89000*

*Provincial Court (Civil Division)  
Meaford Small Claims Court  
Box 742  
Meaford N0H 1Y0  
519-538-3618*

*Crown Attorney*  
Court House  
595 9th Ave. E.  
**Owen Sound N4K 3E3**  
519-376-3199  
Zenith 61130

*Sheriff*  
Court House  
595 9th Ave. E.  
**Owen Sound N4K 3E3**  
519-376-7535  
Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
595 9th Ave. E.  
**Owen Sound N4K 3E3**  
519-376-1461  
Zenith 81930

*Provincial Court (Criminal)*  
1133 2nd Ave. E.  
P. O. Box 233  
**Owen Sound N4K 5P3**  
519-376-0185  
Zenith 81930

*Provincial Court (Family)*  
*Toms Bldg., 347 8th St. E.*  
P. O. Box 206  
**Owen Sound N4K 2R8**  
519-371-1313  
Zenith 20650

*Provincial Court (Civil Division)*  
*Owen Sound Small Claims Court*  
880 2nd Ave. E.  
**Owen Sound N4K 2H3**  
519-376-6659

## JUDICIAL DISTRICT OF HALDIMAND

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
*Sheriff*  
Court House  
Box 70  
**Cayuga N0A 1E0**  
416-772-5352  
Zenith 71040

*Provincial Court (Criminal & Family)*  
P. O. Box 399  
**Cayuga N0A 1E0**  
416-772-3818  
Zenith 20650 (Family)  
Zenith 81930 (Criminal)

*Crown Attorney*  
Court House  
55 Munsee St.  
**Cayuga N0A 1E0**  
416-772-5043  
Zenith 61130

*Provincial Court (Civil Division)*  
*Cayuga Small Claims Court*  
Court House  
Box 58, 55 Munsee St.  
**Cayuga N0A 1E0**  
416-772-3403  
Zenith 89000

## JUDICIAL DISTRICT OF HALTON

*Provincial Court (Criminal)*  
760 Brant St.  
**Burlington L7R 4B7**  
416-632-8811

*Provincial Court (Civil Division)*  
*Burlington Small Claims Court*  
548 Locust St., Box 384  
**Burlington L7R 3Y3**  
416-632-0680

*Crown Attorney*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7291

*Sheriff*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7285

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7281

*Provincial Court (Family)*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7268

*Provincial Court (Criminal)*  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-4165

*Provincial Court (Civil Division)*  
*Milton Small Claims Court*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-6771

*Provincial Court (Criminal)*  
P. O. Box 97  
**Oakville L6J 4Z5**  
416-845-6601

*Provincial Court (Civil Division)*  
*Oakville Small Claims Court*  
297 Lakeshore Rd. E., Ste. 4  
**Oakville L6J 1J3**  
416-845-7941

## JUDICIAL DISTRICT OF HAMILTON-WENTWORTH

*Crown Attorney*  
Court House  
50 Main St. E.  
**Hamilton L8N 1E9**  
416-528-8774

*Sheriff*  
Court House  
50 Main St. E.  
**Hamilton L8N 1E9**  
416-522-1318

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
50 Main St. E.  
**Hamilton L8N 1E9**  
416-528-6708

*Provincial Court (Criminal)*  
125 Main St. E.  
**Hamilton L8N 1G4**  
416-525-1840

*County & District Courts*  
*Unified Family Courts*  
100 James St. S.  
**Hamilton L8P 2Z3**  
416-525-1550/51/52/59

*Provincial Court (Civil Division)*  
*Hamilton Small Claims Court*  
P. O. Box 680  
140 Hunter St. E.  
**Hamilton L8N 1M6**  
416-522-9063

## HASTINGS COUNTY

*Provincial Court (Civil Division)*  
*Bancroft Small Claims Court*  
90 Bridge St. E., Box 36  
**Bancroft K0L 1C0**  
613-332-4613

*Crown Attorney*  
235 Pinnacle St.  
**Belleville K8N 3A9**  
613-962-0772  
Zenith 61130

*Sheriff/Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar*  
235 Pinnacle St.  
**Belleville K8N 3A9**  
613-962-9106  
Zenith 71040

*Provincial Court (Criminal)*  
15 Victoria Ave., 1st Flr.  
**Belleville K8N 1Z5**  
613-962-3468  
Zenith 81930

*Provincial Court (Family)*  
Century Place, Ste. 402  
P. O. Box 906  
**Belleville K8N 5B6**  
613-968-6759  
Zenith 20650

*Provincial Court (Civil Division)  
Belleville Small Claims Court*  
123 Front St.  
**Belleville K8N 2Y6**  
613-962-2300

*Provincial Court (Civil Division)  
Marmora Small Claims Court*  
108 Forsyth St.  
**Marmora K0K 2M0**  
613-472-2501  
Zenith 89000

*Provincial Court (Civil Division)  
Trenton Small Claims Court*  
80 Division St.  
**Trenton K8V 5S5**  
613-392-1655  
Zenith 89000

## HURON COUNTY

*Crown Attorney*  
Court House  
1 Court House Sq.  
**Goderich N7A 1M2**  
519-524-9272  
Zenith 61130

*Sheriff/Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar*  
Court House  
1 Court House Sq.  
**Goderich N7A 1M2**  
519-524-7322  
Zenith 71040

*Provincial Court (Criminal)*  
Court House  
1 Court House Sq.  
**Goderich N7A 1M2**  
519-524-9342  
Zenith 81930

*Provincial Court (Family)*  
Court House  
1 Court House Sq.  
**Goderich N7A 1M2**  
519-524-2990  
Zenith 20650

*Provincial Court (Civil Division)  
Goderich Small Claims Courts*  
61 Hamilton St., Box 512  
**Goderich N7A 1R1**  
519-524-7112  
Zenith 89000

## KENORA DISTRICT

*Provincial Court (Criminal & Family)*  
479 Government St.  
P. O. Box 3000  
**Dryden P8N 3B3**  
807-223-2348/49

*Crown Attorney*  
479 Government St.  
P. O. Box 3000  
**Dryden P8N 3B3**  
807-223-3351

*Provincial Court (Civil Division)*  
*Dryden Small Claims Court*  
Ontario Government Bldg., Rm. 127  
Box 636, Hwy. 17.  
**Dryden P8N 2Z3**  
807-223-2613  
Zenith 89000

*Crown Attorney*  
Court House  
Water St.  
**Kenora P9N 1S4**  
807-468-8292  
Zenith 61130

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
**Kenora P9N 1S4**  
807-468-6270  
Zenith 71040

*Provincial Court (Criminal)*  
Court House  
**Kenora P9N 1S4**  
807-468-6132  
Zenith 81930

*Provincial Court (Family)*  
Court House  
216 Water St.  
**Kenora P9N 1S4**  
807-468-3353/4  
Zenith 20650

*Provincial Court (Civil Division)*  
*Kenora Small Claims Court*  
Court House  
**Kenora P9N 1S4**  
807-468-6270  
For toll-free number see  
blue pages of telephone directory

*Provincial Court (Civil Division)*  
*Red Lake Small Claims Court*  
Box 226  
**Red Lake P0V 2M0**  
807-727-2767  
Zenith 89000

## KENT COUNTY

*Crown Attorney*  
Court House  
21 Seventh St., 4th Flr.  
**Chatham N7M 4K1**  
519-352-2141  
Zenith 61130

*Sheriff*  
Court House  
21 Seventh St., 3rd Flr.  
**Chatham N7M 4K1**  
519-352-7740  
Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
21 Seventh St., 3rd Flr.  
**Chatham N7M 4K1**  
519-354-4450  
Zenith 71040

*Provincial Court (Criminal)*  
21 Seventh St.  
**Chatham N7M 4K1**  
519-352-9070  
Zenith 81930

*Provincial Court (Family)*  
467 St. Clair St., Box 38  
**Chatham N7M 5K1**  
519-354-3400  
Zenith 20650

*Provincial Court (Civil Division)*  
*Chatham Small Claims Court*  
21 Seventh St., Box 205  
**Chatham N7M 5K3**  
519-354-0210  
Zenith 89000

*Provincial Court (Civil Division)*  
*Wallaceburg Small Claims Court*  
437 James St.  
**Wallaceburg N8A 2N8**  
519-627-1174

## LAMBTON COUNTY

*Provincial Court (Civil Division)*  
*Forest Small Claims Court*  
1 James St., Box 327  
**Forest N0N 1J0**  
519-786-5329  
Zenith 89000

*Crown Attorney*  
Court House  
700 Christina St. N.  
P. O. Box 2587  
**Sarnia N7T 7N5**  
519-337-3265  
Zenith 71040

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
700 Christina St. N.  
P. O. Box 2567  
**Sarnia N7T 7V8**  
519-337-3265  
Zenith 71040

*Sheriff*  
Court House  
700 Christina St. N.  
P. O. Box 2587  
**Sarnia N7T 7N5**  
519-337-3265  
Zenith 71040

*Provincial Court (Criminal)*  
700 Christina St. N.  
P. O. Box 2017  
**Sarnia N7T 7L1**  
519-336-8830  
Zenith 81930

*Provincial Court (Family)*  
700 Christina St. N.  
P. O. Box 2628  
**Sarnia N7T 7V8**  
519-337-2346  
Zenith 20650

*Provincial Court (Civil Division)*  
*Sarnia Small Claims Court*  
180 Christina St. N.  
**Sarnia N7T 5T9**  
519-337-6651

## LANARK COUNTY

*Provincial Court (Civil Division)*  
*Carleton Place Small Claims Court*  
205 Mailey Dr.  
**Carleton Place K7C 3V3**  
613-257-5124  
Zenith 89000

*Crown Attorney*  
Court House  
43 Drummond St. E.  
**Perth K7H 1G1**  
613-267-1900  
Zenith 61130

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
43 Drummond St. E.  
**Perth K7H 1G1**  
613-267-2021  
Zenith 71040

*Provincial Court (Civil Division)*  
*Perth Small Claims Court*  
Court House  
Box 51, 43 Drummond St.  
**Perth K7H 1G1**  
613-267-2021

*Provincial Court (Criminal & Family)*

39 Chamber St.  
P. O. Box 31  
**Smiths Falls K7A 4S9**  
613-283-1906/7  
Zenith 81930

*Provincial Court (Civil Division)*

*Smiths Falls Small Claims Court*  
12 Catherine St., P. O. Box 31  
**Smiths Falls K7A 4T2**  
613-283-1906/07

**UNITED COUNTIES OF LEEDS & GRENVILLE**

*Crown Attorney*  
County Court House  
**Brockville K6V 5T7**  
613-342-2034  
Zenith 61130

*Sheriff*  
County Court House  
**Brockville K6V 5T7**  
613-345-5895  
Zenith 30490

*Local Registrar-Supreme Court*

*District Court Registrar*  
*Surrogate Registrar*  
County Court House  
**Brockville K6V 5T7**  
613-342-2288  
Zenith 71040

*Provincial Court (Criminal & Family)*

75 Water St. W.  
P. O. Box 1360  
**Brockville K6V 5Y6**  
613-342-5003  
Zenith 81930

*Provincial Court (Criminal Division)*

100 Garden St.  
Box 213  
**Gananoque K7G 1H9**  
613-382-4606

*Provincial Court (Criminal Division)*

360 Dibble St.  
**Prescott K0E 1T0**  
613-925-4873

*Provincial Court (Civil Division)*

*Brockville Small Claims Court*  
27 King St. E.  
**Brockville K6V 1A7**  
613-342-2833  
Zenith 89000

*Provincial Court (Civil Division)*

*Prescott Small Claims Court*  
146 King St. W., Box 1270  
**Prescott K0E 1T0**  
613-925-4633  
Zenith 89000

**COUNTY OF LENNOX & ADDINGTON**

*Provincial Court (Civil Division)*

*Kaladar Small Claims Court*  
Box 51  
**Kaladar K0H 1Z0**  
613-336-8952

*Crown Attorney*

County Memorial Bldg.  
41 Dundas St. W.  
P. O. Box 158  
**Napanee K7R 1Z5**  
613-354-2144  
Zenith 61130

*Sheriff/Local Registrar-Supreme Court*

*District Court Registrar*  
*Surrogate Registrar*  
97 Thomas St. E.  
**Napanee K7R 1L1**  
613-354-3845  
Zenith 71040

*Provincial Court (Criminal & Family)*

P. O. Box 386  
41 Dundas St. W.  
**Napanee K7R 3P5**  
613-354-5450/3850  
Zenith 81930

*Provincial Court (Civil Division)*  
*Napanee Small Claims Court*  
35 Dundas St. E., Box 51  
**Napanee K7R 3H8**  
613-354-5243  
Zenith 89000

## MANITOULIN DISTRICT

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House, P. O. Box 265  
**Gore Bay P0P 1H0**  
705-282-2461  
Zenith 81930 (Sheriff)  
Zenith 71040 (Supreme, County,  
Surrogate courts)

*Provincial Court (Criminal & Family)*  
District Court House  
P. O. Box 314  
**Gore Bay P0P 1H0**  
705-282-2531  
Zenith 81930

*Provincial Court (Civil Division)*  
*Gore Bay Small Claims Court*  
Court House  
**Gore Bay P0P 1H0**  
705-282-2461  
Zenith 89000

*Provincial Court (Civil Division)*  
*Little Current Small Claims Court*  
Box 363  
**Little Current P0P 1K0**  
705-368-2277  
Zenith 89000

*Crown Attorney*  
Court House  
**Sudbury P3C 1T9**  
705-675-4155, Ext. 206  
For toll-free number see  
blue pages of telephone directory

## MIDDLESEX COUNTY

*Crown Attorney*  
Court House  
80 Dundas St. E.  
P. O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7130  
Zenith 61130

*Sheriff*  
Court House  
80 Dundas St. E.  
P. O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7140  
Zenith 71040

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
80 Dundas St. E.  
P. O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7161  
Zenith 71040

*Provincial Court (Criminal)*  
Court House  
80 Dundas St. E.  
P. O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7068  
Zenith 81930

*Provincial Court (Family)*  
P. O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7090  
Zenith 20650

*Provincial Court (Civil Division)*  
*London Small Claims Court*  
Court House  
80 Dundas St. E.  
P. O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7017

*The Referee*  
*London Small Claims Court*  
 Court House  
**London N6A 2P3**  
 519-433-4684

*Master, Supreme Court*  
 Court House  
 80 Dundas St. E.  
 P. O. Box 5600, Terminal A  
**London N6A 2P3**  
 519-679-7083

*Provincial Court (Civil Division)*  
*Strathroy Small Claims Court*  
 52 Frank St.  
**Strathroy N7G 2R4**  
 519-245-1477  
 Zenith 89000

## MUSKOKA DISTRICT

*Crown Attorney*  
 Court House  
 P. O. Box 487  
**Bracebridge P0B 1C0**  
 705-645-2411  
 Zenith 61130

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
 Court House  
 3 Dominion St. N., P. O. Box 1080  
**Bracebridge P0B 1C0**  
 705-645-8793  
 Zenith 71040

*Provincial Court (Criminal)*  
 P. O. Box 1110  
**Bracebridge P0B 1C0**  
 705-645-2269  
 Zenith 81930

*Provincial Court (Family)*  
 P. O. Box 159  
**Bracebridge P0B 1C0**  
 705-645-2831  
 Zenith 20650

*Provincial Court (Civil Division)*  
*Bracebridge Small Claims Court*  
 Box 1821  
**Bracebridge P0B 1C0**  
 705-645-2682  
 Zenith 89000

*Provincial Court (Civil Division)*  
*Huntsville Small Claims Court*  
 P. O. Box 2592, 578 Brunel Rd.  
**Huntsville P0A 1K0**  
 705-789-5630

## JUDICIAL DISTRICT OF NIAGARA NORTH

*Provincial Court (Civil Division)*  
*Grimsby Small Claims Court*  
 31 Baker Rd. N., P. O. Box 293  
**Grimsby L3M 2W9**  
 416-945-2756  
 Zenith 89000

*Crown Attorney*  
 P. O. Box 788  
**St. Catharines L2R 6Y3**  
 416-685-4293  
 Zenith 61130

*Sheriff*  
 Court House  
 59 Church St., P. O. Box 277  
**St. Catharines L2R 6T7**  
 416-685-7341  
 Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
 59 Church St., P.O. Box 727  
**St. Catharines L2R 6Y3**  
 416-685-4284  
 Zenith 71040

*Provincial Court (Criminal)*  
 59 Church St., 2nd Flr.  
 P. O. Box 1537  
**St. Catharines L2R 7J9**  
 416-685-4856  
 Zenith 81930

*Provincial Court (Family)*  
59 Church St., 4th Flr.  
P. O. Box 536  
**St. Catharines L2R 6V9**  
416-685-7142  
Zenith 20650

*Provincial Court (Civil Division)*  
*St. Catharines Small Claims Court*  
59 Church St., 2nd Flr.  
P. O. Box 574  
**St. Catharines L2R 6W8**  
416-682-1560

#### **JUDICIAL DISTRICT OF NIAGARA SOUTH**

*Provincial Court (Criminal)*  
P. O. Box 627  
**Niagara Falls L2E 6J5**  
416-354-2789  
Zenith 81930

*Provincial Court (Civil Division)*  
*Niagara Falls Small Claims Court*  
4691 Ontario Ave.  
**Niagara Falls L2G 3R1**  
416-356-3404  
Zenith 89000

*Crown Attorney*  
90 Division St.  
**Welland L3B 4A2**  
416-732-1328  
Zenith 61130

*Sheriff*  
Court House  
102 East Main St.  
**Welland L3B 3W6**  
416-734-6284  
Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
102 East Main St.  
**Welland L3B 3W6**  
416-735-0010  
Zenith 71040

*Provincial Court (Criminal)*  
40 Division St.  
**Welland L3B 3Z6**  
416-732-2493  
Zenith 81930

*Provincial Court (Family)*  
3 Cross St.  
P. O. Box 383  
**Welland L3B 5P7**  
416-734-7451  
Zenith 20650

*Provincial Court (Civil Division)*  
*Welland Small Claims Court*  
Court House  
102 Main St. E., Box 612  
**Welland L3B 5R4**  
416-734-7417  
Zenith 89000

#### **NIPISSING DISTRICT**

*Crown Attorney*  
Court House  
621 Main St. W.  
**North Bay P1B 2V6**  
705-472-9230  
Zenith 61130

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
**North Bay P1B 4G1**  
705-472-7911  
For toll-free number see  
blue pages of telephone directory

*Provincial Court (Criminal)*  
621 Main St. W.  
**North Bay P1B 2V6**  
705-472-8120  
Zenith 81930

*Provincial Court (Family)*  
147 McIntyre St. W.  
**North Bay P1B 2Y5**  
705-472-2680  
Zenith 20650

*Provincial Court (Civil Division)*  
*North Bay Small Claims Court*  
390 Plouffe St.  
**North Bay P1B 4G1**  
705-472-5860  
Zenith 89000

*Provincial Court (Civil Division)*  
*Sturgeon Falls Small Claims Court*  
Box 416  
**Sturgeon Falls P0H 2G0**  
705-753-1090

## JUDICIAL DISTRICT OF NORFOLK

*Crown Attorney*  
Justice Bldg., Box 605  
No. 3 Highway W.  
**Simcoe N3Y 4N4**  
519-426-5920

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
P. O. Box 308  
**Simcoe N3Y 4L2**  
519-426-6550

*Provincial Court (Criminal)*  
P. O. Box 605  
**Simcoe N3Y 4N4**  
519-426-8330

*Provincial Court (Family)*  
P. O. Box 605  
**Simcoe N3Y 4N4**  
519-426-8450

*Provincial Court (Civil Division)*  
*Simcoe Small Claims Court*  
Court House, Box 605  
**Simcoe N3Y 4N4**  
519-426-3447  
Zenith 89000

## NORTHUMBERLAND COUNTY

*Provincial Court (Civil Division)*  
*Brighton Small Claims Court*  
76 Yonge St., Box 97  
**Brighton K0K 1H0**  
613-475-0961  
Zenith 89000

*Crown Attorney*  
Court House  
55 King St. W.  
**Cobourg K9A 2M2**  
416-372-8784  
Zenith 61130

*Sheriff*  
P. O. Box 517  
**Cobourg K9A 4L3**  
416-372-7812  
For toll-free number see  
blue pages of telephone directory

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
P. O. Box 360  
**Cobourg K9A 4K8**  
416-372-3751  
Zenith 71040

*Provincial Court (Criminal)*  
1011 William St., Box 910  
**Cobourg K9A 4W4**  
416-372-0193/4  
Zenith 81930

*Provincial Court (Family)*

Court House  
55 King St. W.  
P. O. Box 996  
**Cobourg K9A 2M2**  
416-372-0126  
Zenith 20650

*Provincial Court (Civil Division)*

*Cobourg Small Claims Court*  
208 Division St., Box 546  
**Cobourg K9A 4L3**  
416-372-7153  
Zenith 89000

*Provincial Court (Civil Division)*

*Port Hope Small Claims Court*  
3 Jane St., Box 216  
**Port Hope L1A 2E4**  
416-885-8695

**JUDICIAL DISTRICT, OTTAWA-  
CARLETON**

*Crown Attorney*  
Court House  
161 Elgin St., 3rd Flr.  
**Ottawa K2P 2K1**  
613-239-1200

*Sheriff*

Court House  
161 Elgin St.  
**Ottawa K2P 2K1**  
613-239-1050

*Master and Taxing Officer*

*Supreme Court of Ontario*  
16 Elgin St.  
**Ottawa K2P 2K1**  
613-239-1320

*Local Registrar*

*District Court Clerk*  
*Surrogate Registrar*  
Court House  
161 Elgin St.  
**Ottawa K2P 2K1**  
613-239-1022

*Provincial Court (Criminal)*

Court House  
161 Elgin St.  
**Ottawa K2P 2K1**  
613-239-1150

*Provincial Court (Family)*

Court House  
161 Elgin St.  
**Ottawa K2P 2K1**  
613-239-1099

*Provincial Court (Civil Division)*

*Ottawa Small Claims Court*  
*Small Claims Court Referee*  
161 Elgin St.  
**Ottawa K2P 2K1**  
613-239-1079

*Witness/Victim Assistance Unit*

1 Nicholas St., 2nd Flr.  
**Ottawa K1N 7B7**  
613-239-1229

*Court Interpretation Services*

Rideau Trust Bldg., Rm. 1510  
1 Nicholas St.  
**Ottawa K1N 7B7**  
613-566-3820

**OXFORD COUNTY**

*Crown Attorney*

Court House  
Hunter St.  
**Woodstock N4S 4G6**  
519-537-2611  
Zenith 61130

*Sheriff/Local Registrar-Supreme Court*

*District Court Registrar*  
*Surrogate Registrar*  
Court House  
P. O. Box 70  
**Woodstock N4S 4G6**  
519-539-6187  
Zenith 71040

*Provincial Court (Criminal)*

Court House

Hunter St.

**Woodstock N4S 4G6**

519-537-2369

Zenith 81930

*Provincial Court (Family)*

Court House

Hunter St.

**Woodstock N4S 4G6**

519-537-2377

Zenith 20650

*Provincial Court (Civil Division)*
*Woodstock Small Claims Court*

461 Dundas St.

**Woodstock N4S 1C2**

519-537-8511

Zenith 89000

**PARRY SOUND DISTRICT**
*Crown Attorney*

Court House

**Parry Sound P2A 1T7**

705-746-2331

Zenith 61130

*Sheriff*

Court House

**Parry Sound P2A 1T7**

705-746-2421

Zenith 30490

*Local Registrar-Supreme Court*
*District Court Registrar*
*Surrogate Registrar*

P. O. Box 99, 89 James St.

**Parry Sound P2A 1T7**

705-746-5864

Zenith 71040

*Provincial Court (Criminal & Family)*

89 James St., Main Flr.

P. O. Box 455

**Parry Sound P2A 1T7**

705-746-4237/72

Zenith 81930

*Provincial Court (Civil Division)*
*Parry Sound Small Claims Court*

89 James St.

**Parry Sound P2A 1T7**

705-746-5464

Zenith 89000

*Provincial Court (Civil Division)*
*South River Small Claims Court*

3 Marie St., 1st Flr.

Box 239

**South River P0A 1X0**

705-386-2560

**JUDICIAL DISTRICT OF PEEL**
*Crown Attorney*

Court House

7765 Hurontario St.

P. O. Box 548

**Brampton L6V 2L7**

416-457-5160

Zenith 61130

*Sheriff*

P. O. Box 548

**Brampton L6V 2L7**

416-457-5400

Zenith 71040

*Local Registrar-Supreme Court*
*District Court Registrar*
*Surrogate Registrar*

P. O. Box 8000

**Brampton L6V 2M7**

416-457-5040

Zenith 71040

*Provincial Court (Criminal)*

141 Clarence St.

**Brampton L6V 3E6**

416-451-7551

Zenith 81930

*Provincial Court (Family)*

P. O. Box 220

**Brampton L6V 2L1**

416-457-5020

Zenith 20650

*Provincial Court (Civil Division)*  
*Brampton Small Claims Court*  
Court House  
7765 Hurontario St.  
**Brampton L6V 2M7**  
416-451-0121  
Zenith 89000

*Provincial Court (Civil Division)*  
*Mississauga Small Claims Court*  
470 Hensall Circle  
**Mississauga L5A 3V5**  
416-277-1583

#### **PERTH COUNTY**

*Provincial Court (Civil Division)*  
*Listowel Small Claims Court*  
595 Inkerman St. E.  
**Listowel N4W 2N8**  
519-291-1423  
Zenith 89000

*Crown Attorney*  
Court House  
1 Huron St.  
**Stratford N5A 5S4**  
519-271-4020  
Zenith 61130

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
P. O. Box 726  
**Stratford N5A 6V6**  
519-271-2572  
Zenith 71040

*Provincial Court (Criminal & Family)*  
Admin. of Justice Bldg.  
17 George St. W.  
**Stratford N5A 2V4**  
519-271-9252  
Zenith 81930

*Provincial Court (Civil Division)*  
*Stratford Small Claims Court*  
Court House  
1 Huron St.  
**Stratford N5A 5S4**  
519-271-4940  
Zenith 89000

#### **PETERBOROUGH COUNTY**

*Crown Attorney*  
70 Simcoe St.  
**Peterborough K9H 7G9**  
705-876-1022  
Zenith 71040

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
**Peterborough K9H 3M3**  
705-745-0583  
Zenith 71040

*Provincial Court (Criminal)*  
70 Simcoe St.  
**Peterborough K9H 7G9**  
705-876-1045  
Zenith 71040

*Provincial Court (Family)*  
70 Simcoe St.  
**Peterborough K9H 7G9**  
705-876-1940  
Zenith 71040

*Provincial Court (Civil Division)*  
*Peterborough Small Claims Court*  
Court House  
**Peterborough K9H 3M3**  
705-745-0583  
Zenith 71040

**UNITED COUNTIES OF PRESCOTT  
AND RUSSELL**

*Provincial Court (Civil Division)*  
*Hawkesbury Small Claims Court*  
 464 Laurier St., Rm. 35  
**Hawkesbury K6A 2A6**  
 613-632-4282  
 Zenith 89000

*Crown Attorney*  
 Court House, P. O. Box 299  
**L'Orignal K0B 1K0**  
 613-675-4460  
 Zenith 61130

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
 Court House  
**L'Orignal K0B 1K0**  
 613-675-4567  
 Zenith 71040

*Provincial Court (Criminal & Family)*  
 Court House  
**L'Orignal K0B 1K0**  
 613-675-4695/4625  
 Zenith 20650 (Family)  
 Zenith 81930 (Criminal)

*Provincial Court (Civil Division)*  
*Rockland Small Claims Court*  
 2560 Lalonde St., Box 250  
**Rockland K0A 3A0**  
 613-446-4781  
 Zenith 89000

**PRINCE EDWARD COUNTY**

*Crown Attorney*  
 P. O. Box 720  
**Picton K0K 2T0**  
 613-476-6267

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
 Court House  
**Picton K0K 2T0**  
 613-476-6236

*Provincial Court (Criminal)*  
 P. O. Box 640  
**Picton K0K 2T0**  
 613-476-2606

*Provincial Court (Family)*  
 P. O. Box 640  
**Picton K0K 2T0**  
 613-476-2606

*Provincial Court (Civil Division)*  
*Picton Small Claims Court*  
 9 Queen St.  
**Picton K0K 2T0**  
 613-476-2390

**RAINY RIVER DISTRICT**

*Crown Attorney*  
 P. O. Box 338  
**Fort Frances P9A 3M7**  
 807-274-9825  
 Zenith 61130

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
 Court House  
 333 Church St., P. O. Box 8  
**Fort Frances P9A 3M5**  
 807-274-5961  
 Zenith 71040

*Provincial Court (Criminal & Family)*  
 P. O. Box 336  
**Fort Frances P9A 3M7**  
 807-274-9832/3  
 Zenith 81930

*Provincial Court (Civil Division)*  
*Fort Frances Small Claims Court*  
Court House,  
333 Church St., Box 8  
**Fort Frances P9A 3M5**  
807-274-5961  
Zenith 71040

## RENFREW COUNTY

*Provincial Court (Civil Division)*  
*Killaloe Station Small Claims Court*  
**Killaloe Station K0J 2A0**  
613-757-2050

*Crown Attorney*  
77 Mary St.  
**Pembroke K8A 5V4**  
613-732-2261  
Zenith 61130

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
297 Pembroke St. E.  
**Pembroke K8A 3K2**  
613-732-2541  
Zenith 30490 (Sheriff)  
613-732-8581  
Zenith 71040 (Supreme, County,  
Surrogate courts)

*Provincial Court (Criminal & Family)*  
415-417 Pembroke St. W.  
P. O. Box 218  
**Pembroke K8A 6X3**  
613-735-0697 (Family)  
613-735-6886 (Criminal)  
Zenith 20650 (Family)  
Zenith 81930 (Criminal)

*Provincial Court (Civil Division)*  
*Pembroke Small Claims Court*  
Court House  
297 Pembroke St. E.  
**Pembroke K8A 3K2**  
613-732-2541  
Zenith 89000

*Provincial Court (Civil Division)*  
*Renfrew Small Claims Court*  
259 Raglan St.  
P. O. Box 386  
**Renfrew K7V 1R3**  
613-432-3193  
Zenith 89000

## SIMCOE COUNTY

*Provincial Court (Civil Division)*  
*Alliston Small Claims Court*  
46 Centre St. S., Box 706  
**Alliston L0M 1A0**  
705-435-9645

*Crown Attorney*  
Court House  
114 Worsley St.  
**Barrie L4M 1M1**  
705-728-1221, Ext. 57  
for toll-free number see  
blue pages of telephone directory

*Sheriff*  
Court House  
114 Worsley St.  
**Barrie L4M 1M1**  
705-728-1221  
for toll-free number see  
blue pages of telephone directory

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
**Barrie L4M 1M1**  
705-728-1221, Ext. 20  
for toll-free number see  
blue pages of telephone directory

*Provincial Court (Criminal)*  
Court House  
30 Poyntz St., P. O. Box 284  
**Barrie L4M 1M1**  
705-728-1221, Ext. 46/47/48/49  
for toll-free number see  
blue pages of telephone directory

*Provincial Court (Criminal)*

19 Front St. N.

**Orillia L3V 4R6**

705-326-2671

for toll-free number see

blue pages of telephone directory

*Provincial Court (Family)*

30 Poyntz St., P. O. Box 184

Court House

**Barrie L4M 4T2**

705-728-1221, Ext. 35/36/37/38

for toll-free number see

blue pages of telephone directory

*Provincial Court (Civil Division)*

*Barrie Small Claims Court*

Court House

114 Worsley St.

**Barrie L4M 3P2**

705-728-4181

*Provincial Court (Civil Division)*

*Collingwood Small Claims Court*

649 Hurontario St.

**Collingwood L9Y 2N6**

705-445-4240

for toll-free number see

blue pages of telephone directory

*Provincial Court (Civil Division)*

*Orillia Small Claims Court*

104 Borland St. E.

**Orillia L3V 6J6**

705-326-4251

for toll-free number see

blue pages of telephone directory

**UNITED COUNTIES OF STORMONT,  
DUNDAS & GLENGARRY**

*Provincial Court (Civil Division)*

*Alexandria Small Claims Court*

21 Harrison St., Box 1551

**Alexandria K0C 1A0**

613-525-1872

Zenith 89000

*Crown Attorney*

County Court House

26 Pitt St.

**Cornwall K6J 3T2**

613-932-5903

Zenith 61130

*Local Registrar-Supreme Court*

*District Court Registrar*

*Surrogate Registrar*

P.O. Box 56

**Cornwall K6H 5R9**

613-933-7500

Zenith 71040

*Sheriff*

County Court House

26 Pitt St.

**Cornwall K6J 3P2**

613-932-1290

*Provincial Court*

*(Criminal & Family)*

P. O. Box 56, 340 Pitt St.

**Cornwall K6H 5R9**

613-933-7500

Zenith 81930

*Provincial Court (Civil Division)*

*Cornwall Small Claims Court*

340 Pitt St., 4th Flr.

Box 1294

**Cornwall K6J 5B2**

613-932-1224

Zenith 89000

*Provincial Court (Civil Division)*

*Iroquois Small Claims Court*

320 Church St., Box 70

**Iroquois K0E 1K0**

613-652-2173

*Provincial Court (Criminal)*

P. O. Box 858

**Morrisburg K0C 1X0**

613-543-2193

*Provincial Court (Civil Division)*  
*Winchester Small Claims Court*  
461 Gladstone St.  
P. O. Box 13  
**Winchester K0C 2K0**  
613-774-3374

## **SUDBURY DISTRICT**

*Provincial Court (Civil Division)*  
*Chapleau Small Claims Court*  
Town Hall  
21 Yonge St., Box 584  
**Chapleau P0M 1K0**  
705-864-0712  
Zenith 89000

*Provincial Court (Criminal)*  
Town Hall  
21 Yonge St., Box 584  
**Chapleau P0M 1K0**  
705-864-0712

*Provincial Court (Criminal & Family)*  
100 Tudhope St., 2nd Flr.  
**Espanola P0P 1C0**  
705-869-4334  
Zenith 81930

*Provincial Court (Civil Division)*  
*Espanola Small Claims Court*  
100 Tudhope St., 2nd Flr.  
Box 126, Town Hall  
**Espanola P0P 1C0**  
705-869-1150  
Zenith 89000

*Crown Attorney*  
Court House  
55 Elm St. W.  
**Sudbury P3C 1T9**  
705-675-4155  
for toll-free number see  
blue pages of telephone directory

*Sheriff*  
Court House  
**Sudbury P3C 1T9**  
705-675-4158  
Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
Court House  
**Sudbury P3C 1T9**  
705-675-4162  
Zenith 71040

*Provincial Court (Criminal)*  
Court House  
155 Elm St. W.  
**Sudbury P3C 1V1**  
705-675-4171  
Zenith 81930

*Provincial Court (Family)*  
40 Larch St., 2nd Flr.  
**Sudbury P3E 5M7**  
705-675-4231  
for toll-free number see  
blue pages of telephone directory

*Provincial Court (Civil Division)*  
*Sudbury Small Claims Court*  
*Small Claims Court Referee*  
38 Larch St.  
**Sudbury P3C 5M7**  
705-675-4164  
Zenith 89000

## **THUNDER BAY DISTRICT**

*Provincial Court (Civil Division)*  
*Geraldton Small Claims Court*  
624 Main St., Box 39  
**Geraldton P0T 1M0**  
807-854-1488  
Zenith 89000

*Provincial Court (Civil Division)*  
*Marathon Small Claims Court*  
17 Birch St., Box 224  
**Marathon P0T 2E0**  
807-229-1383  
Zenith 89000

*Provincial Court (Civil Division)*  
*Nipigon Small Claims Court*  
 4 Front St., P.O. Box 309  
**Nipigon P0T 2J0**  
 807-887-3829  
 Zenith 89000

*Provincial Court (Civil Division)*  
*Schreiber Small Claims Court*  
 Box 234  
**Schreiber P0T 2S0**  
 807-824-2495  
 Zenith 89000

*Crown Attorney*  
 Court House  
 277 Camelot St.  
 Postal Station P  
**Thunder Bay P7A 4B3**  
 807-475-1565/66/67/68  
 Zenith 61130

*Sheriff*  
 Court House  
 277 Camelot St.  
**Thunder Bay P7A 4B3**  
 807-475-1525  
 Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
 Court House  
 277 Camelot St.  
**Thunder Bay P7A 4B3**  
 807-475-1575  
 Zenith 71040

*Provincial Court (Criminal)*  
 1805 Arthur St. E., 2nd Flr.  
 Postal Station F  
**Thunder Bay P7E 5N7**  
 807-475-1335  
 Zenith 81930

*Provincial Court (Family)*  
 1805 Arthur St. E., 1st Flr.  
 Postal Station F  
**Thunder Bay P7E 5N7**  
 807-475-1365/66/67  
 Zenith 20650

*Provincial Court (Civil Division)*  
*Thunder Bay Small Claims Court*  
 Small Claims Court  
 277 Camelot St.  
**Thunder Bay P7A 4B3**  
 807-344-5801  
 Zenith 89000

## TIMISKAMING DISTRICT

*Provincial Court (Civil Division)*  
*Englehart Small Claims Court*  
 16 6th Avenue  
**Englehart P0J 1H0**  
 705-544-2598  
 Zenith 89000

*Crown Attorney*  
 Court House  
 P. O. Box 369, 393 Main St.  
**Haileybury P0J 1K0**  
 705-672-3308  
 Zenith 61130

*Sheriff/Local Registrar-Supreme Court*  
*District Court Registrar*  
*Surrogate Registrar*  
 Court House  
**Haileybury P0J 1K0**  
 705-672-3321  
 Zenith 71040

*Provincial Court (Criminal)*  
 Court House  
**Haileybury P0J 1K0**  
 705-672-3395  
 Zenith 81930

*Provincial Court (Civil Division)*  
*Haileybury Small Claims Court*  
 Box 1360  
**Haileybury P0J 1K0**  
 705-672-3606

*Provincial Court (Family)*

P. O. Box 253

**Kirkland Lake P2N 3H7**

705-567-9381

Zenith 20650

*Provincial Court (Civil Division)*

*Kirkland Lake Small Claims Court*

29A Duncan Ave., Box 217

**Kirkland Lake P2N 3H7**

705-567-7060

Zenith 89000

*Provincial Court (Criminal)*

P. O. Box 217

**Kirkland Lake P2N 3H7**

705-567-7060

**VICTORIA COUNTY  
(INCLUDING PROVISIONAL  
COUNTY OF HALIBURTON)**

*Provincial Court (Civil Division)*

*Haliburton Small Claims Court*

Box 209

**Haliburton K0M 1S0**

705-457-1732

Zenith 89000

*Crown Attorney*

440 Kent St. W.

P. O. Box 4000

**Lindsay K9V 5P2**

705-324-3440

Zenith 61130

*Sheriff/Local Registrar*

*District Court Registrar*

*Surrogate Registrar*

440 Kent St. W.

P.O. Box 4000

**Lindsay K9V 5P2**

705-324-2542

for toll-free number see  
blue pages of telephone directory

*Provincial Court (Criminal)*

440 Kent St. W., Box 4000

**Lindsay K9V 5P2**

705-324-5302

Zenith 81930

*Provincial Court (Family)*

440 Kent St. W., Box 4000

**Lindsay K9V 5P2**

705-324-2425

Zenith 20650

*Provincial Court (Civil Division)*

*Lindsay Small Claims Court*

59 Victoria Ave. N.

**Lindsay K9V 4G4**

705-324-4251

Zenith 89000

**JUDICIAL DISTRICT OF WATERLOO**

*Provincial Court (Criminal)*

89 Main St.

**Cambridge N1R 3K1**

519-621-9220

Zenith 81930

*Provincial Court (Civil Division)*

*Cambridge Small Claims Court*

120 Main St.

**Cambridge (Galt) N1R 1V7**

519-623-0170

*Crown Attorney*

Court House

20 Weber St. E.

**Kitchener N2H 1C3**

519-576-4300

Zenith 61130

*Sheriff*

Court House

20 Weber St. E.

**Kitchener N2H 1C3**

519-742-1334

Zenith 30490

*Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar  
Court House  
20 Weber St. E.  
Kitchener N2H 1C3  
519-745-9373  
Zenith 71040*

*Provincial Court (Criminal)  
200 Frederick St., Ste. 1000  
Kitchener N2H 6P1  
519-745-9476*

*Provincial Court (Family)  
Court House  
200 Frederick St.  
Kitchener N2H 6N9  
519-576-9110  
Zenith 20650*

*Provincial Court (Civil Division)  
Kitchener Small Claims Court  
50 Queen St. N., 5th Flr.  
Kitchener N2H 6P4  
519-745-8063*

## WELLINGTON COUNTY

*Provincial Court (Civil Division)  
Fergus Small Claims Court  
208 St. Andrew St. W.  
Fergus N1M 1N7  
519-843-1644*

*Crown Attorney  
Court House  
74 Woolwich St.  
Guelph N1H 3T9  
519-822-1031  
Zenith 61130*

*Sheriff/Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar  
Court House  
P. O. Box 247  
Guelph N1H 6J9  
519-824-4100  
Zenith 71040*

*Provincial Court (Criminal)  
36 Wyndham St. S.  
P. O. Box 1090  
Guelph N1H 6J9  
519-836-2501  
Zenith 81930*

*Provincial Court (Family)  
36 Wyndham St. S.  
P. O. Box 244  
Guelph N1H 6J9  
519-822-7961  
Zenith 20650*

*Provincial Court (Civil Division)  
Guelph Small Claims Court  
25 Douglas St.  
Guelph N1H 2S7  
519-822-0131  
Zenith 89000*

*Provincial Court (Civil Division)  
Mount Forest Small Claims Court  
178 Main St. N., Box 329  
Mount Forest N0G 2L0  
519-323-4358  
Zenith 89000*

## JUDICIAL DISTRICT OF YORK

*Crown Attorney  
1000 Finch Ave. W.  
Downsview M3J 2V5  
416-663-5550*

*Provincial Court (Criminal)  
1000 Finch Ave. W.  
Downsview M3J 2V5  
416-663-5440*

*Crown Attorney  
80 The East Mall  
Etobicoke M8Z 5X6  
416-252-7895*

*Provincial Court (Criminal)  
80 The East Mall  
Etobicoke M8Z 5X6  
416-252-7891*

*Provincial Court (Family)*  
160 Silverhill Dr.  
**Etobicoke M9B 3W7**  
416-236-2553

*Provincial Court (Civil Division)*  
*Etobicoke Small Claims Court*  
*Small Claims Court Referee*  
2265 Keele St., Ste. 209  
**Etobicoke M6M 5B8**  
416-249-6833

*Crown Attorney*  
1911 Eglinton Ave. E.  
**Scarborough M1L 2L3**  
416-757-2886

*Provincial Court (Criminal)*  
1911 Eglinton Ave. E.  
**Scarborough M1K 2W5**  
416-757-3686

*Provincial Court (Family)*  
1911 Eglinton Ave. E.  
**Scarborough M1K 2W5**  
416-755-9200

*Provincial Court (Civil Division)*  
*Scarborough Small Claims Court*  
*Small Claims Court Referee*  
2130 Lawrence Ave. E., Ste. 300  
**Scarborough M1R 5B9**  
416-755-5274  
416-755-5228

*Registrar-Supreme Court*  
130 Queen St. W.  
Osgoode Hall  
**Toronto M5H 2H5**  
416-363-4101

*Local Registrar-Supreme Court*  
145 Queen St. W., 1st Flr.  
**Toronto M5H 2N9**  
416-965-5544

*Chief Supreme Court Reporter*  
Supreme Court of Ontario  
500 University Ave., Rm. 716  
**Toronto M5G 1V7**  
416-965-2824

*Sheriff*  
Court House  
361 University Ave., Rm. 113  
**Toronto M5G 1T5**  
416-965-7261

*Surrogate Registrar*  
Court House  
361 University Ave., Rm. 104  
**Toronto M5G 1X9**  
416-965-7314

*County Court Clerk*  
Court House  
361 University Ave., Rm. 110  
**Toronto M5G 1T4**  
416-965-7351

*Coordinator and Judges Secretary*  
361 University Ave., Rm. 334  
**Toronto M5G 1T3**  
416-965-7372

*Clerk of the Peace*  
361 University Ave., Rm. 241  
**Toronto M5G 1T5**  
416-965-7277

*County Court Reporters*  
361 University Ave., Rm. 315  
**Toronto M5G 1T3**  
416-965-7369

*Crown Attorney*  
18 King St. E., 2nd Flr.  
**Toronto M5C 1C5**  
416-965-4377

*Crown Attorney*  
Court House  
361 University Ave., Rm. 101  
**Toronto M5G 1Y1**  
416-965-7331

*Crown Attorney*  
College Park  
444 Yonge St., Rm. 221  
**Toronto M5B 2H4**  
416-965-7500

*Provincial Court (Criminal)*  
*Metropolitan Toronto*  
60 Queen St. W.  
**Toronto M5H 2M4**  
416-965-7523

*Provincial Court (Criminal)*  
2265 Keele St.  
**Toronto M6M 3Z7**  
416-248-3705

*Provincial Court (Criminal)*  
College Park  
444 Yonge St., 2nd Flr.  
**Toronto M5B 2H4**  
416-965-7504

*Provincial Court (Family)*  
311 Jarvis St.  
**Toronto M5B 2C4**  
416-963-0677

*The Referee*  
*Small Claims Courts*  
College Park  
444 Yonge St., 2nd Flr.  
**Toronto M5B 2H4**  
416-965-5591

*Provincial Court (Civil Division)*  
*Small Claims Court*  
*York Judge's Office*  
400 University Ave., 25th Flr.  
**Toronto M5G 1S8**  
416-965-3715

*Provincial Court (Civil Division)*  
*Toronto Small Claims Court*  
444 Yonge St., 2nd Flr.  
**Toronto M5B 2H4**  
416-598-2842

*Provincial Court (Civil Division)*  
*Etobicoke Small Claims Court*  
2265 Keele St., Ste. 209  
**Toronto M6M 5B8**  
416-249-6833

*Crown Attorney*  
Old City Hall, Rm. 114  
60 Queen St. W.  
**Toronto M5H 2M4**  
416-965-7346

*Provincial Court (Criminal)*  
47 Sheppard Ave. E.  
**Willowdale M2N 5X6**  
416-226-5440

*Provincial Court (Family)*  
47 Sheppard Ave. E.  
**Willowdale M2N 5N1**  
416-224-7647

*North York Driving Improvement Centre*  
47 Sheppard Ave. E.  
**Willowdale M2N 5X6**  
416-226-5657

*Provincial Court (Civil Division)*  
*North York Small Claims Court*  
*Small Claims Court Referee*  
47 Sheppard Ave. E., 3rd Flr.  
**Willowdale M2N 5X5**  
416-225-4846

## JUDICIAL DISTRICT OF YORK REGION

*Crown Attorney*  
Court House  
50 Eagle St. W.  
**Newmarket L3Y 6B1**  
416-895-8212  
Zenith 61130

*Sheriff*  
Court House  
50 Eagle St. W.  
**Newmarket L3Y 6B1**  
416-898-5221  
Zenith 30490

*Local Registrar-Supreme Court  
District Court Registrar  
Surrogate Registrar  
Court House  
50 Eagle St. W.  
Newmarket L3Y 6B1  
416-898-5441  
Zenith 71040*

*Provincial Court (Criminal)  
Court House  
50 Eagle St. W.  
Newmarket L3Y 6B1  
416-895-2395  
Zenith 81930*

*Provincial Court (Family)  
50 Eagle St. W.  
Newmarket L3Y 6B1  
416-895-8661/2  
Zenith 20650*

*Provincial Court (Civil Division)  
Newmarket Small Claims Court  
50 Eagle St. W., 4th Flr.  
Newmarket L3Y 6B1  
416-895-4291  
Zenith 89000*

*Provincial Court (Civil Division)  
Richmond Hill Small Claims Court  
550 Major McKenzie Dr.  
R. R. 1  
Richmond Hill L4C 4X7  
416-884-3833  
Zenith 89000*

*Provincial Court (Civil Division)  
Sutton West Small Claims Court  
151 High St., Box 7  
Sutton West L0E 1R0  
416-722-5118  
Zenith 89000*

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others. For information on agencies not listed, contact this Ministry's information or communications branch.

ONTARIO LAW REFORM COMMISSION  
18 King St. E., 15th Flr.  
Toronto M5C 1C5  
416-965-4761

ATT GEN 41

The Ontario Law Reform Commission inquires into any matter relating to law reform, the administration of justice, judicial and quasi-judicial procedures. To carry out these functions, the Commission conducts legal **research** and issues reports containing recommendations for changes in the law which are submitted to the Attorney General. Commission reports are available at the Ontario Government Bookstore, 880 Bay St., Toronto M7A 1N8, 965-2054 .

ONTARIO LEGAL AID PLAN  
Provincial Director's Office  
481 University Ave., Ste. 200  
Toronto M5G 2G1  
416-979-1446

ATT GEN 42

The **Ontario Legal Aid Plan (OLAP)** is operated by the **Law Society of Upper Canada** for the Attorney General. The **Ontario Legal Aid Act** ensures that no one shall be denied the services of **lawyers** for lack of money. Every Ontario resident and, in certain cases, non-residents may apply for **legal aid**. Qualification is based on need. The local Ministry of Community and Social Services office investigates an applicant's finances and informs

the Legal Aid Area Director whether the applicant pays nothing, a portion, or all costs of the legal aid. The OLAP also administers **grants** to clinics providing legal services to the community and contributes to the operation of student legal aid societies in six Ontario law schools. General information on OLAP is available from the main office listed above. To apply for legal aid, contact the local OLAP office listed under Legal Aid in the white pages of telephone directories.

## FAMILY LAW ACT

ATT GEN 43

The Family Law Act recognizes marriage as an equal partnership with each partner entitled to equitable division of family property and having equal responsibilities for the support of family dependents. The Act extends the rights and obligations of spousal **support** and child custody to certain couples who have cohabited in common law unions. Those who want to make their own arrangements and opt out of the scheme proposed by the Act may enter into **domestic contracts**.

## CHILDREN'S LAW REFORM ACT

ATT GEN 44

The Children's Law Reform Act, expanded by a major amendment in 1982, abolishes the legal concept of illegitimacy from the law of Ontario. It also permits interested persons to seek out declaratory judgments of parentage and contains general evidentiary rules for the establishment of paternity. The major addition in 1982 deals with the guardianship of children's estates, custody of and access to **children** and international enforcement of custody orders.

## ROYAL COMMISSIONS, SPECIAL PURPOSE BODIES AND OTHERS

### ROYAL COMMISSIONS, SPECIAL PURPOSE BODIES AND OTHERS

ATT GEN 45

There are several categories of Ontario government agencies, boards and commissions.

**Royal Commissions** are investigatory bodies appointed by Order-in-Council under the **Public Inquiries Act** to inquire into a specific public concern. Over 30 different commissions have been appointed since 1973 including investigations of sudden or catastrophic events (e.g., Royal Commission on the Grand River Flood), investigations of the conduct of public service employees (e.g., Royal Commission Concerning Police Activities) and investigations to assist the government in determining policy (e.g., Royal Commission on Health Records). The Public Inquiries Act, administered by the Ministry of the Attorney General, governs the methods and procedures used by a royal commission, e.g., subpoena powers, hearings. Royal commissions report to the Cabinet.

**Agencies, boards**, institutes, foundations, tribunals, councils or **Crown corporations** are created under specific Acts which are administered by the appropriate Ministry. Advisory councils or committees and task forces are appointed by a Minister if empowered by the Ministry Act or by Order-in-Council to examine, or advise the government or a ministry on specific matters. Some of these agencies are unfunded while others are either funded directly or with access to the Consolidated Revenue Fund. The agencies perform three basic functions: advisory (e.g., Advisory Council on Senior Citizens), regulatory (e.g., Liquor Licence Board of Ontario) and operational (e.g., GO Transit). Agencies vary in size and activities and are accordingly structured where program delivery requires operational flexibility or particular publicity (e.g., Ontario Lottery Corporation) or where delivery should not be subject to undue influence from a Minister or Ministry

(e.g., the quasi-judicial Ontario Labour Relations Board). Not all existing agencies are included in this book. Agencies covered are listed under the Ministry through which they report to the Legislature (e.g., Workers' Compensation Board under the Ministry of Labour).

**Judicial inquiries**, tribunals which are usually short-term, may be appointed under specific Acts to examine special legal circumstances. Their judgments are based on government policy or law.

#### COMMISSION OF INQUIRY INTO RESIDENTIAL TENANCIES

ATT GEN 46

180 Dundas St. W., 22nd Flr.  
Toronto M5G 1Z8  
416-963-2533

The Commission of Inquiry into Residential Tenancies was established in November, 1982 to inquire into all aspects of the current system of **rent** review under the **Residential Tenancies Act** in order to determine what changes in the present law might be necessary to provide fair and equitable treatment of landlords and tenants under a system of rent review.

#### JUDICIAL INQUIRY RE: PROVINCIAL JUDGE GORDON R. STEWART

ATT GEN 47

180 Dundas St. W., 22nd Flr.  
Toronto M5G 1Z8

The Judicial Inquiry was established by Order-in-Council dated March 21, 1986, pursuant to the provisions of Section 60 of the Courts of Justice Act, S.O. 1984, c. to inquire into complaints made against Judge Gordon R. Stewart.

#### ONTARIO COURTS INQUIRY

ATT GEN 48

The Ontario Courts inquiry was established by Order-in-Council dated May 22, 1986. The Honourable Thomas George Zuber was authorized to inquire into the jurisdiction, structure, organization, sittings, case scheduling and workload of all of the Courts of Ontario, and any other matter affecting the accessibility of and the service to the public provided by the Courts of Ontario.

#### INQUIRY INTO MOTOR VEHICLE ACCIDENT COMPENSATION IN ONTARIO

ATT GEN 49

The Inquiry into Motor Vehicle Accident Compensation in Ontario was established by Order-in-Council dated November 6, 1986. The Honourable Coulter Osborne was authorized to inquire into the Tort System of Compensation for injury by automobile accident and the consequences of the implementation of a no-fault automobile accident scheme.

#### REVIEW OF ADVOCACY FOR VULNERABLE ADULTS

ATT GEN 50

The Review of Advocacy for Vulnerable Adults was established on December 16, 1986. Father Sean O'Sullivan was appointed by the Attorney General to conduct a review of non-legal independent advocacy services available to disadvantaged and vulnerable adults; i.e., frail elderly, physically and developmentally handicapped, and the psychiat-

rically disabled, living in institutional care settings in the community who may require such services.

## ACTS

### ACTS

ATT GEN 51

The following is a list of Acts administered by the Ministry of the Attorney General. For information on the administration of these Acts, contact this Ministry's Crown Law Office, Civil Law.

Absconding Debtors Act  
 Absentees Act  
 Accidental Fires Act  
 Accumulations Act  
 Administration of Justice Act  
 Age of Majority and Accountability Act  
 Aliens' Real Property Act  
 Anglican Church of Canada Act, 1979  
 Arbitrations Act  
 Architects Act, 1984  
 Assessment Review Board Act  
 Bail Act  
 Barristers Act  
 Blind Persons' Rights Act  
 Bulk Sales Act  
 Business Records Protection Act  
 Charitable Gifts Act  
 Charities Accounting Act  
 Children's Law Reform Act  
 Commercial Tenancies Act (Requires Proclamation)-  
 Commissioners for taking Affidavits Act  
 Compensation for Victims of Crime Act  
 Construction Lien Act, 1983  
 Conveyancing and Law of Property Act  
 Costs of Distress Act  
 Courts of Justice Act, 1984  
 Creditors' Relief Act  
 Crown Administration of Estates Act  
 Crown Agency Act  
 Crown Attorneys Act  
 Crown Witnesses Act  
 Disorderly Houses Act  
 Dog Owner's Liability Act  
 Escheats Act  
 Estates Administration Act  
 Evidence Act  
 Execution Act  
 Expropriations Act  
 Family Law Act, 1986

Fines and Forfeitures Act  
Fraudulent Conveyances Act  
Fraudulent Debtors Arrest Act  
Frustrated Contracts Act  
Gaming Act  
Habeas Corpus Act  
Hospitals and Charitable Institutions Inquiries Act  
Hotel Registration of Guests Act  
Innkeepers Act  
Interpretation Act  
Interprovincial Subpoenas Act  
Judicial Review Procedure Act  
Juries Act  
Justices of the Peace Act  
Landlord and Tenant Act - see Commercial Tenancies Act  
Law Society Act  
Legal Aid Act  
Libel and Slander Act  
Limitations Act  
Lord's Day (Ontario) Act  
Master and Servant Act  
Mechanics' Lien Act  
Mental Incompetency Act  
Mercantile Law Amendment Act  
Metropolitan Toronto Police Force Complaints Act, 1984  
Ministry of the Attorney General Act  
Minors' Protection Act  
Mortgages Act  
Negligence Act  
Notaries Act  
Occupiers' Liability Act  
Ontario Law Reform Commission Act  
Ontario Municipal Board Act  
Partition Act  
Pawnbrokers Act  
Perpetuities Act  
Powers of Attorney Act  
Proceedings Against the Crown Act  
Professional Engineers Act, 1984  
Property and Civil Rights Act  
Provincial Offences Act  
Public Accountancy Act  
Public Authorities Protection Act  
Public Halls Act  
Public Inquiries Act  
Public Institutions Inspection Act  
Public Officers Act  
Public Trustee Act  
Reciprocal Enforcement of Judgments Act  
Reciprocal Enforcement of Judgments (U.K.) Act, 1984

Reciprocal Enforcement of Maintenance Orders Act, 1982  
 Regulations Act  
 Regulations Revision Act, 1979  
 Religious Freedom Act  
 Religious Organizations' Lands Act  
 Revised Statutes Confirmation Act, 1981  
 Sale of Goods Act  
 Settled Estates Act  
 Sheriffs Act  
 Short Forms of Conveyances Act  
 Short Forms of Leases Act  
 Short Forms of Mortgages Act  
 Solicitors Act  
 Statute of Frauds  
 Statutes Act  
 Statutes Revision Act, 1979  
 Statutory Powers Procedure Act  
 Succession Law Reform Act  
 Support and Custody Orders Enforcement Act, 1985  
 Surrogate Courts Act  
 Ticket Speculation Act  
 Time Act  
 Trespass to Property Act  
 Trustee Act  
 Unconscionable Transactions Relief Act  
 University Expropriation Powers Act  
 Variation of Trusts Act  
 Vendors and Purchasers Act  
 Wages Act  
 Warehouse Receipts Act  
 Warehousemen's Lien Act

## MINISTRY OF CITIZENSHIP AND CULTURE

77 Bloor St. W.

Toronto M7A 2R9

The Ministry of Citizenship and Culture was established in 1982 following a reorganization of the former Ministry of Culture and Recreation. It develops policies to encourage full, equal and responsible citizenship through programs emphasizing the participation of all Ontarians as equal members of the community, recognizing cultural diversity and the sharing of cultural heritage, stimulating cultural expression and cultural preservation and fostering development of individual and community excellence.

The Ministry delivers programs in multiculturalism and citizenship, native communities, libraries and community information services, heritage conservation and the arts, and supports a number of provincial cultural agencies.

A network of fourteen regional offices assists in the delivery of the Ministry's program resources and services across the Province.

### DEPUTY MINISTER'S OFFICE

#### CORPORATE POLICY SERVICES UNIT

MCC 1

77 Bloor St. W., 6th Flr.

Toronto M7A 2R9

416-965-8095

The Corporate Policy Services Unit provides policy advice to Ministry senior management. It assists Ministry program areas in developing policy responses to current issues, and in identifying longer term changes in social and economic conditions. The Unit coordinates the Ministry's strategic planning process and the preparation of Cabinet submissions and policy papers. It also liaises with Cabinet Office, Cabinet Committees, inter-ministry working groups, and other bodies.

#### FRENCH LANGUAGE SERVICES

MCC 2

77 Bloor St. W., 6th Flr.

Toronto M7A 2R9

416-965-2506

This office coordinates the implementation of the government policy on French language services within the Ministry and its agencies.

It serves as a link between the francophone community and the Ministry. The office of the coordinator also makes recommendations to the Ministry on ways to satisfy the needs of the francophone population of Ontario.

#### SERVICES EN FRANCAIS

Ce bureau met en oeuvre auprès du ministère et de ses agences la politique du gouvernement en matière de services en français.

Il sert de lien entre la communauté francophone et le ministère. Le bureau du coordonnateur fait aussi des recommandations au ministère sur les moyens de répondre aux besoins de la population francophone de l'Ontario.

**COMMUNICATIONS AND MARKETING BRANCH**

MCC 3

77 Bloor St. W., 7th Flr.  
 Toronto M7A 2R9  
 416-965-0615

The Communications and Marketing Branch provides marketing services and, where required, information in both official languages. It establishes policy, advises other branches on communications techniques, and gives communications support to the Minister, Deputy Minister and program branches. Activities include media liaison, answering public inquiries, producing and distributing publications, news releases, speeches and audio-visual materials, special promotions and marketing assistance to Ministry agencies and client groups. The Media Production Unit reports to the Communications and Marketing Branch and is described individually.

**COMMUNICATIONS AND MARKETING BRANCH**

MCC 4

**MEDIA PRODUCTION UNIT**

77 Bloor St. W., 6th Flr.  
 Toronto M7A 2R9  
 416-965-6761

The Media Production Unit prepares copy for typesetting, creates design and camera-ready art for ministry publications and audio-visual materials and arranges for their production. It also monitors ministry material to ensure consistency of style and quality.

**FINANCE AND ADMINISTRATION DIVISION****LEGAL SERVICES BRANCH**

MCC 5

77 Bloor St. W., 4th Flr.  
 Toronto M7A 2R9  
 416-965-5793

The Branch provides legal services such as advice, contracts, real estate, etc. to the Ministry and its agencies. It counsels the Ministry, interprets statutes and regulations, and prepares and reviews proposed legislation, regulations and other legal documents.

**MANAGEMENT SYSTEMS AND SERVICES  
BRANCH**

MCC 6

77 Bloor St. W., 4th Flr.  
 Toronto M7A 2R9  
 416-965-7486

Management Systems and Services Branch is responsible for systems development, operations and maintenance, **records management** and **forms control** (965-0665). These services help ministry staff plan, develop, deliver and evaluate its programs. Systems development covers the definition, development, implementation and documentation of computerized and non-computerized information and administrative systems, and includes liaison with Ministry of Government Services' Computer and Telecommunication Services Division and systems services in the private sector.

The branch provides central administrative services for the Ministry, including purchase of goods and services, supply management, printing, duplicating, mail and transportation services, assets management and maintenance of policy and procedures manuals (e.g., Management Board Directives and Guidelines). In cooperation with the Ministry of

Government Services it coordinates common services such as telephones, acquisition and design of office accommodation and purchasing of frequently used supplies.

## MANAGEMENT SYSTEMS AND SERVICES

MCC 7

### BRANCH

#### LIBRARY/RESOURCE CENTRE

77 Bloor St. W., 9th Flr.

Toronto M7A 2R9

416-965-6763

The Resource Centre and Library maintain an up-to-date collection of books, pamphlets, **films**, video **tapes** and teaching materials which are available to all Ministry staff and to any community organization involved in **cultural** or recreational programs. These materials include **community development**, **multiculturalism**, informal **education**, **language training**, **recreation**, **leisure**, **retirement planning**, human relations, **prejudice**, **theatre**, **arts and crafts**, **Native peoples**, **disability**, **librarianship** and **volunteers**. Staff can assist in finding materials. The Resource Centre operates the Ministry **reading room** which provides public access to Ministry publications, statutes, regulations, and most manuals and internal procedures used by the Ministry. In Toronto contact the Resource Centre; other areas contact regional offices listed under Regional Services, Ministry of Citizenship and Culture.

## HUMAN RESOURCES BRANCH

MCC 8

77 Bloor St. W., 3rd Flr.

Toronto M7A 2R9

416-965-0225

The Human Resources Branch performs personnel functions for the Ministry, working mainly in an advisory capacity with all line managers whose primary task is personnel matters within their units. The branch is responsible for human resource policies and procedures, an **Employment Equity/Affirmative Action Program**, establishment of employee classification and compensation levels, staff recruitment, human resource planning, training and development, employee counselling, investigation of employee grievances and all matters affecting working conditions and performance. The branch also maintains the personnel, payroll and employee benefit records; serves as liaison between the Ministry and the Human Resources Secretariat, Management Board and the Ontario Public Service Employees Union (OPSEU); plans and coordinates ministry participation in government-wide **Experience programs** and operates an occupational health and safety program.

## FINANCE BRANCH

MCC 9

77 Bloor St. W., 3rd Flr.

Toronto M7A 2R9

416-965-3649

The Finance Branch provides the Ministry with financial management and accounting services. Branch functions include: supporting program managers in budget preparation, financial analysis and management by results; liaison with central agencies, other ministries and the Provincial Auditor; processing, including the pre-audit and recording of all expenditures and revenues; preparation of financial reports for management information. The branch establishes ministry accounting and financial policy.

**INTERNAL AUDIT BRANCH**

MCC 10

77 Bloor St. W., 3rd Flr.  
 Toronto M7A 2R9  
 416-965-9941

The Internal Audit Branch is responsible for carrying out independent reviews and appraisals of all Ministry activities and reports to management on the adequacy of internal financial and management controls.

**REGIONAL SERVICES**

MCC 11

77 Bloor St. W., 3rd Flr.  
 Toronto M7A 2R9  
 416-965-9128

Regional Services offices throughout the Province encourage and develop increased opportunities for public involvement in **cultural, multicultural and citizenship** activities for Ontarians. Consultants work with municipalities, community groups and organizations to identify and provide access to appropriate resources. Functions of Regional Services include provision of information and delivery of Ministry programs and services at the community and regional levels.

Regional Services also collects and assesses data, clarifies issues and provides innovative and effective program strategies to ensure relevancy of Ministry programs, in cooperation with the Ministry program divisions.

Consultants administer Ministry **grants** to groups and organizations for community projects, the **Community Facilities Improvement Program**, **heritage** and **historical** programs (**Ontario Heritage Act**), public **libraries**, **museums**, multicultural service programs, leadership, **volunteer** and organization development programs, intercultural development, reception, orientation, **English as a Second Language**, training for **immigrants**, community information centres, **youth employment** program, special projects and community **arts** development (Ontario Arts Council).

Regional Services Consultants can be reached at the following offices:

**CENTRAL REGION**

*Regional Office*  
 10 St. Mary St., 2nd Flr.  
 Toronto M7A 2R9  
 416-965-6597

114 Worsley St.  
 Barrie L4M 1M1  
 705-737-0543  
 If long distance dial  
 1-800-461-4308

**EASTERN REGION**

*Regional Office*  
 1 Nicholas St., Rm. 1102  
 Ottawa K1N 7B7  
 613-566-3728  
 If long distance dial  
 1-800-267-1910

280 Pinnacle St., Ste. 3  
 Belleville K8N 3B1  
 613-968-3474  
 If long distance dial  
 1-800-267-0573

## NORTHERN REGION

### *Regional Office*

200 Elm St. E., 4th Flr.

**Sudbury P3C 5N3**

705-675-4383

If long distance dial

1-800-461-4025

479 Government Rd., Box 3000

**Dryden P8N 3B3**

807-223-3331

390 Bay St., 3rd Flr.

**Sault Ste. Marie P6A 1X2**

705-759-8652

If long distance dial

1-800-461-7284

Ontario Government Bldg.

1825 Arthur St. E.

**Thunder Bay P7E 5N7**

807-475-1683

If long distance dial

1-800-465-6939

22 Wilcox St., 2nd Flr.

**Timmins P4N 3K6**

705-267-8018

If long distance ask

operator for Zenith 98991

## WESTERN REGION

### *Regional Office*

119 King St. W., Box 2112

**Hamilton L8N 3Z9**

416-521-7229

If long distance dial

1-800-263-8514

30 Duke St. W, 4th Flr.

**Kitchener N2H 3W5**

519-578-8200

If long distance dial

1-800-265-2189

255 Dufferin Ave., 6th Flr.

**London N6A 5K6**

519-679-7146

If long distance dial

1-800-265-4731

15 Church St., Ste. 406

**St. Catharines L2R 3B5**

416-685-7397

If long distance dial

1-800-263-2440

250 Windsor Ave., 6th Flr.

**Windsor N9A 6V9**

519-256-5486

If long distance dial

1-800-265-5668

## REGIONAL SERVICES

### PLANNING AND PROJECT MANAGEMENT UNIT

77 Bloor St. W., 4th Flr.

Toronto M7A 2R9

416-965-0322

The Planning and Project Management Unit provides consultation on planning studies and technical advice to Ministry consultants and clients (municipalities and incorporated non-profit organizations and community groups) on the development and operation of **cultural** and multicultural facilities. It reviews construction management of capital projects in Ministry agencies and major grant recipients. The section also offers publications and training workshops on planning and design issues.

For information about Ministry programs and services, contact field offices listed under Regional Services, Ministry of Citizenship and Culture.

## CULTURE DIVISION

CULTURAL INDUSTRIES AND AGENCIES  
BOOK PUBLISHING PROGRAM

MCC 13

77 Bloor St. W., 6th Flr.  
Toronto M7A 2R9  
416-965-6487

Canadian-owned Ontario-based **book publishers** may be eligible for assistance from the Province of Ontario, either through a guarantee of a **loan** made by a commercial lending institution or a rebate of interest paid on such loans.

The program is administered in cooperation with the **Ontario Development Corporation**.

## ARTS BRANCH

MCC 14

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-6256

Arts Branch develops policies and programs to encourage excellence in the **arts** and wider participation in arts activities; provides operating **grants** to provincial **cultural** institutions and agencies, provincial arts service organizations, and certain arts training institutions, and coordinates the Ministry of Citizenship and Culture **Community Program Grants (Arts)**. The following programs are described individually: Arts Abroad, Ontario-Quebec Cultural Exchange Grants, Festival Ontario, Outreach Ontario and Public Art Galleries Grants. For information, contact main office or regional offices listed under Regional Services, Ministry of Citizenship and Culture.

## ARTS BRANCH

MCC 15

## ARTS ABROAD

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-6509

This office provides information and/or **grants** to professional and community based **arts** organizations involved in interprovincial or international **cultural exchanges**. Criteria for assessment include public accessibility, community support, artistic excellence, financial accountability of group and the 'special' versus on-going nature of the project. The level of funding will be determined on a competitive, juried basis. A variety of cultural exchanges between Ontario and Quebec are assisted under the auspices of the **Ontario-Quebec Permanent Commission**.

## ARTS BRANCH

MCC 16

## FESTIVAL ONTARIO

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-6509

Festival Ontario coordinates **exhibitions** from major **cultural** and **arts** institutions (e.g., **Art Gallery of Ontario**, **Royal Ontario Museum**, **Ontario Science Centre**, **Ontario Educational Communications Authority (OECA)**, **Ontario Arts Council**, **Ontario Film Theatre**, **Royal Botanical Gardens**, **McMichael Canadian Collection**, etc.) and makes these available free of charge to communities to augment **festivals** or special events. Festival

Ontario does not organize festivals but assists at the request of communities. Contact the main office or regional offices listed under Regional Services, Ministry of Citizenship and Culture.

ARTS BRANCH  
OUTREACH ONTARIO  
77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-6256

MCC 17

Outreach Ontario is designed to decentralize our **cultural** resources by encouraging provincial cultural institutions to diversify their programs, expand extension services and undertake cooperative projects throughout Ontario. Cultural agencies and facilities involved include: the Art Gallery of Ontario, the Royal Ontario Museum, the Royal Botanical Gardens, the Ontario Educational Communications Authority, the McMichael Canadian Collection and regional public libraries. These agencies develop and administer their own Outreach programs. Contact the main office or regional offices listed under Regional Services, Ministry of Citizenship and Culture, or individual agencies listed above.

ARTS BRANCH  
PUBLIC ART GALLERIES GRANTS  
77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-6256

MCC 18

This office assists eligible non-profit community **art galleries** through **grants** for basic operating and administrative expenditures. Galleries must meet eligibility criteria and provide detailed financial and operations information. Applications are available through the main office or regional offices listed in the Regional Services entry, Ministry of Citizenship and Culture. Art galleries may also apply to the Ontario Arts Council for assistance with program and exhibition expenses.

LIBRARIES AND COMMUNITY INFORMATION  
BRANCH  
LIBRARIES SECTION  
77 Bloor St. W., 5th Flr.  
Toronto M7A 2R9  
416-965-2696

MCC 19

The Libraries Section, formerly the Provincial Library Service, administers the Public Libraries Act. It provides consultative assistance to **Indian Band Councils**, library boards and **municipalities** on the establishment, organization, management, accommodation and rules of county libraries, **public libraries** and Ontario Library Services areas. The section also administers the operating **grants** formula and offers special **financial assistance** for developing a province-wide network of library service. It assists in the provision of library service to areas without municipal organization and supports library boards in the development and delivery of **french-language**, **native** and **multicultural** library services and resources for **children**, **young people**, **seniors** and the **disabled**. The section offers **statistics** and **research** services to public libraries and the Ministry for planning the development and coordination of library services in Ontario. It publishes statistical reports and other publications on public library service for distribution to the general public. The

Libraries Section also advises on library service; promotes and encourages its extension throughout Ontario; advises on technology in public libraries; develops and analyzes policy proposals with reference to library operations and their funding; implements policy decisions; holds courses and workshops for the education and training of library personnel; and writes histories on aspects of public library service. The branch serves as the contact for the **Ontario Library Service**, established under the Public Libraries Act, 1984 to deliver programs and services on behalf of the Ministry.

#### LIBRARIES AND COMMUNITY INFORMATION BRANCH

MCC 20

##### TECHNICAL DEVELOPMENT UNIT

77 Bloor St. W., 5th Flr.  
Toronto M7A 2R9  
416-965-2696

The Technical Development Unit offers a range of advisory services in the use of **computers** and **telecommunications** to facilitate communication and cooperation between **libraries**. It participates in library planning activities, prepares feasibility studies, evaluates computer-based systems and provides consultative services in areas of automation and networking.

#### LIBRARIES AND COMMUNITY INFORMATION BRANCH

MCC 21

##### COMMUNITY INFORMATION SERVICES PROGRAM

77 Bloor St. W., 5th Flr.  
Toronto M7A 2R9  
416-965-2696

The Community Information Services Program provides **grants** to fund eligible community information centres (**CICs**). It advises on matters such as information management, policy, staffing and **volunteer** training. The unit also produces resource materials and provides developmental assistance to **CICs**. Contact regional offices listed under Regional Services, Ministry of Citizenship and Culture.

#### HERITAGE BRANCH

MCC 22

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-7635

The Heritage Branch is comprised of three sections which are described individually: Heritage Programs; Policy Development and Financial Planning; and Heritage Administration. For information, contact the main office or regional offices listed under Regional Services, Ministry of Citizenship and Culture, or the Archaeological Field Offices.

#### HERITAGE BRANCH HERITAGE PROGRAMS SECTION

MCC 23

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-4021

The Heritage Programs Section works to increase public participation in the development of Ontario's heritage resources. It administers **Ontario Heritage Foundation (OHF)** **grants** and assists with local/regional historical projects, **architectural conservation**,

**archaeological** research and natural **heritage** preservation. The Section is comprised of three Units.

The Historical Resources and Museums Unit (965-3937 and 965-4021) provides financial assistance and professional advice to community **museums** and historical societies. It assists the Ontario Heritage Foundation in administering the provincial **Historical Plaque** and various Heritage grants programs. Through its **Local Heritage Plaque Assistance Program**, it supports municipalities and community groups. The unit also operates an **artifact conservation** service for museum collections.

The Architecture and Heritage Planning Unit (965-4961) advises other provincial government ministries, municipalities, **Local Architectural Conservation Advisory Committees (LACACs)** and the private sector on heritage conservation and planning, and provides technical assistance and advice on conservation practices and techniques. The Unit also administers and advises the Ontario Heritage Foundation on its architectural conservation grants, and manages the **Building Rehabilitation and Improvement Campaign (BRIC)**, the **Ontario Heritage Properties Program** and the **Ontario Heritage Bridge Program**.

The Archaeology and Natural Heritage Unit (965-4490 and 965-8199) offers OHF grants and advice to assist archaeological research and natural heritage preservation. Its staff assists the Ontario Heritage Foundation with archaeological licences, site designations and stop orders. The unit maintains an archaeological **sites** database. The six offices aid local archaeological preservation and programs through: The **Community Facilities Improvement Program (CFIP)**; archaeology grants to municipalities, Indian Bands, and local groups; and advice on archaeological resource management. The unit also protects significant or rare natural heritage properties, flora and fauna.

#### Archaeological Field Offices

207 First St. S., P.O. Box 2880  
**Kenora P9N 3X8**  
807-468-8928  
(Northwestern)

55 Centre St.  
**London N6J 1T4**  
519-433-8401  
(Southwestern)

1825 East Arthur St.  
**Thunder Bay 'F' P7E 5N7**  
807-475-1683  
(North Central)

1 Nicholas St., Ste. 1105  
**Ottawa K1N 7B7**  
613-566-3731  
(Eastern)

390 Bay St., 3rd Flr.  
**Sault Ste. Marie P6A 2A7**  
705-253-2625  
(Northeastern)

77 Bloor St. W., 2nd Flr.  
**Toronto M7A 2R9**  
416-965-8258  
(South Central)

HERITAGE BRANCH  
POLICY DEVELOPMENT AND FINANCIAL PLANNING SECTION  
77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-8874

MCC 24

The Policy Development and Financial Planning Section is responsible for financial plan-

ning, budgeting, reporting, policy coordination, and review of applicable heritage legislation for both the Heritage Branch and the Ontario Heritage Foundation.

HERITAGE BRANCH  
HERITAGE ADMINISTRATION SECTION  
77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-5727

MCC 25

This Section provides administrative services to the branch and the **Ontario Heritage Foundation's** programs. Section staff support the Foundation by reviewing, planning and acquiring properties offered for Foundation ownership; restoring and managing the 26 heritage structures owned by the Foundation, including the **Elgin/Winter Garden Theatre** complex; collections management and custodial arrangements for the display of cultural property (art and artifacts); negotiating and monitoring heritage **easement** agreements and administering the Foundation's Niagara Escarpment Program. The **Niagara Escarpment Plan** involves interministry coordination and cooperation in the delivery of a 10-year program of land acquisition and public education. The Section also coordinates branch management activity in the area of grants services.

ARCHIVES OF ONTARIO  
77 Grenville St.  
Toronto M7A 2R9  
416-965-4030

MCC 26

The Archives of Ontario administers the Archives Act. It acquires significant unpublished **documents** to preserve Ontario's **historical heritage** and to retain information of long-term operational value to government ministries. It also obtains important non-current records from Ontario government agencies through statutory control, and important historical **manuscripts, maps, pictures, photographs, early newspapers, audio-visual** archives, etc., from other sources through donation or purchase. The Archives of Ontario maintains a conservation **laboratory** for document restoration of Archives' holdings and operates a **library** (965-4039) and public **reading room** for those doing historical, administrative, legal or other **research**. It welcomes information on the location of historical material. The Archives' publications include: **The Archives of Ontario - Keeper of the Record; Genealogical Sources - Archives of Ontario; Loyalist Settlements.**

Archives' staff also offer advice and assistance to ministries and government agencies on cost-efficient **records management**, including **forms control, microrecording**, correspondence and reports. Records management training courses are coordinated for ministries and government agencies (for information call 965-2187).

## MULTICULTURALISM AND CITIZENSHIP DIVISION

CITIZENSHIP DEVELOPMENT BRANCH  
77 Bloor St. W., 5th Flr.  
Toronto M7A 2R9  
416-965-6621

MCC 27

The Citizenship Development Branch fosters a climate of mutual understanding, appreciation and respect among the diverse peoples of Ontario, a recognition of common citi-

zenship and a commitment to ensure that all may enjoy the benefits and fulfill the responsibilities of citizenship.

Branch activities fall into the major areas of: literacy, **community** participation, **multicultural** development, **community leadership**, organizational development, and **volunteerism**. Within these program areas, the branch provides consulting services to community groups and institutions, develops print and **audio-visual** resources and conducts conferences, workshops and seminars.

The branch works within the Ontario government to encourage, assist and monitor the implementation of the government's multicultural policy.

**Grants** programs administered by the branch include: the **Citizenship Development Grants Program**, **Multicultural Service Program Grants**, **Multiculturalism and Citizenship Community Projects Grants Program**, **Community Facilities Improvement Program**, newcomer language and orientation classes and newcomer integration programs.

The branch offers programs related to settlement, orientation and language training of **immigrants** and **refugees** and assists other government ministries in providing better access to their services. Information and orientation resources are available to newcomers, teachers and counsellors of newcomers through multilingual materials and publications, such as the 'Newcomers' Guide to Services in Ontario' (965-9919). The branch advises on setting up community-based newcomer language, orientation and citizenship classes to improve communication in multicultural workplaces and newcomer integration services. Print and audio-visual materials and information on **French-as-a-Second-Language (FSL)** and **English-as-a-Second-Language (ESL)** teaching and classes are available from the ESL clearinghouse (965-4331).

For information on newcomer integration project grants and newcomer language and orientation classes grants, contact Ministry regional offices listed under Regional Services, Ministry of Citizenship and Culture.

#### ADULT BASIC LITERACY PROGRAM

MCC 28

77 Bloor St. W., 5th Flr.  
Toronto M7A 2R9  
416-965-1192

The Adult Basic Literacy (ABL) Program gives financial support through the Ontario Community Literacy (OCL) **grants** program to non-profit community organizations that deliver adult basic literacy programs. It coordinates adult basic literacy programs at the provincial and municipal level, and provides consultation, teacher/tutor training, materials development and information to support adult basic literacy programs at community colleges, Boards of Education and community organizations.

#### ONTARIO WELCOME HOUSE

MCC 29

454 University Ave.  
Toronto M5G 1R6  
416-965-3021

The Ontario Welcome House provides newcomers with **English-as-a-Second-Language (ESL)** instruction linked with child care (965-2365) and a **multilingual information** and referral service to government and social agencies (965-3021). Ontario Welcome House has offices in Scarborough (965-9902), North York (633-7180), Mississauga (848-4680) and Hamilton (521-7569).

**POLICY SERVICES BRANCH**

MCC 30

77 Bloor St. W., 5th Flr.  
 Toronto M7A 2R9  
 416-965-8092

The Policy Services Branch provides analysis and comment to the government on existing and emerging issues related to the mandate of the Multiculturalism and Citizenship Division. This branch also offers a statistical service to other ministries from a comprehensive ethnocultural database (965-5280).

**NATIVE COMMUNITY BRANCH**

MCC 31

77 Bloor St. W., 5th Flr.  
 Toronto M7A 2R9  
 416-965-5003

The branch consults and works with **Native** communities and organizations to support aspirations for self-reliance and economic independence. Activities are aimed at expanding the Native economy, strengthening social stability, developing human resources, improving access to government, and preserving the traditional Native **heritage**. Programs include consultative assistance, **research** and **information**, publications, policy advisory services and **grants**.

Consultation is available to more than 500 **Metis** communities, Friendship Centres, **Native Women's Organizations**, **Indian Bands**, Native cultural and communications groups and other local Native groups from the branch's Native Development Consultants throughout Ontario. Services for provincial Native organizations are provided by specialist consultants based in Toronto and include: assisting native communities in identifying local problems and in developing appropriate projects; advising Native communities and organizations of services or programs which could help their development; assisting in securing resources to conduct **community development** projects; linking Native communities and organizations with the appropriate provincial ministries and agencies; and assisting in the preparation, submission and evaluation of project proposals to government.

The branch is engaged in a major new program called the **Ontario Native Economic Support Program (ONESP)**. More information is available from 11 ONESP officers in branch offices.

Information and consultation is given to provincial ministries and agencies on policies or programs related to Native people. Grants provide assistance to projects such as Native heritage, communications, social development, **leadership** training, provincial organization support, feasibility studies and meetings.

Branch services are available through 11 field officers and two area supervisors (see list below). Staff specialists provide research support to the field, work directly with provincial organizations and liaise with other federal and provincial departments, ministries and agencies.

**NORTHEAST AND  
SOUTHWEST AREA**

*Area Supervisor/Field Office*  
200 Elm St. E., 4th Flr.  
**Sudbury P3C 5N3**  
705-675-4349

255 Dufferin Ave., 6th Flr.  
**London N6N 5K6**  
519-679-7146

15 Matchedash St. N.  
**Orillia L3V 4T4**  
705-325-9561

390 Bay St., 3rd Flr.  
**Sault Ste Marie P6A 1X2**  
705-942-0419

22 Wilcox St., 2nd Flr.  
**Timmins P4N 3K6**  
705-267-8018

77 Bloor St. W., 5th Flr.  
**Toronto M7A 2R9**  
416-965-5003  
(Toronto/Hamilton/Ottawa)

**NORTHWEST AREA**

*Area Supervisor/Field Office*  
1825 East Arthur St.  
**Thunder Bay P7E 5N7**  
807-475-1683

240 Scott St., 2nd Flr.  
Box 613  
**Fort Frances P9A 3M9**  
807-274-9732

303 Main St.  
Box 778  
**Geraldton P0T 1M0**  
807-854-0169

20 Main St. S.  
**Kenora P9N 1S7**  
807-468-5568  
(West Patricia area  
& Kenora/Dryden area)

**AGENCIES**

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's Communications and Marketing Branch.

**ART GALLERY OF ONTARIO**

MCC 32

317 Dundas St. W.  
Toronto M5T 1G4  
416-977-0414

The Art Gallery of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on their origin, development, appreciation and techniques. The Gallery exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and **The Grange**, a restored historic Toronto house. Exhibitions are also circulated to Ontario communities. The Gallery offers an art rental service, art book shop, audio-visual library, art reference library, art classes, tours and speakers bureau. It is closed on Mondays and admission is free on Wednesday evenings from 5:30-9:00 pm.

CJRT-FM INC.  
297 Victoria St.  
Toronto M5B 1W1  
416-595-0404

MCC 33

CJRT-FM provides educational opportunities for the citizens of Ontario by offering **adult education** through **university** level credit courses, as well as programming designed to provide a better understanding and appreciation of such fields of interest as the **arts, music and literature**. All program content is presented without commercial sponsorship.

#### CONSERVATION REVIEW BOARD

MCC 34

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-1432

The Conservation Review Board holds hearings at the request of a municipality, if owners object to municipal designation of property for **historical** or **architectural conservation**. The Board reports its opinion to the municipal council. Hearings are also held if there are appeals on the Minister's designation of **archaeological** or historic sites or on the Minister's refusal of archaeological **licences**.

#### ADVISORY COUNCIL ON MULTICULTURALISM AND CITIZENSHIP

MCC 35

77 Bloor St. W., 7th Flr.  
Toronto M7A 2R9  
416-965-6889

The Ontario Advisory Council on Multiculturalism and Citizenship has sixty members from across Ontario, appointed by Order-in-Council. They represent a wide range of **ethnocultural** backgrounds and occupations and are selected on the basis of their sensitivity to the multicultural nature of Ontario society and knowledge of the ethnocultural communities. The Council's role is to advise the Ontario Government on matters pertaining to **multiculturalism** and **citizenship** development in a context of full, equal and responsible citizenship for all residents of the Province. The Council responds to specific government requests for advice on policy formulation and program development and delivery; examines and comments on the effectiveness of policies, programs and service delivery mechanisms, and assists in promoting the concept of multicultural Ontario as set out in the government's multicultural policy on equality, access and participation, cultural retention and sharing. It makes recommendations to the Provincial Government through the Minister of Citizenship and Culture.

#### ONTARIO ARTS COUNCIL

MCC 36

151 Bloor St. W., 5th Flr.  
Toronto M5S 1T6  
416-961-1660

The **Ontario Arts Council** promotes the study, enjoyment and production of works in the arts. It provides **grants** in response to applications from such performing and creative **arts** groups as **theatre** and **dance** companies, **orchestras**, concert societies, **art galleries** and **schools**, **publishing** houses, **periodicals**, local and regional arts councils and **festivals**, arts service groups and community arts projects. Individual **artists**, (e.g., painters, **sculptors**, **playwrights**, **composers**, **writers**, **choreographers**, **poets**, **film-makers**, video artists and **photographers** may also apply. The Council has officers on staff representing various

arts disciplines and pursuits. Other programs include **Creative Artists In Schools (CAIS)**, and **Ontour**, which assist concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and **Franco-Ontarian** arts. It also administers endowment funds and competitions.

#### ONTARIO EDUCATIONAL COMMUNICATIONS AUTHORITY

MCC 37

##### TVONTARIO

Box 200, Station Q

Toronto M4T 2T1

416-484-2600; 1-800-268-8840

TVOntario (TVO), a provincial broadcaster, is responsible for **educational** programming in Ontario. TVO designs and produces TV-based learning systems in English and **French** for in-school, **preschool**, and **adult education**. The educational television broadcast signal reaches 95 per cent of the Ontario population. It is delivered via an Anik C3 satellite to sixteen major transmitters as follows: Toronto (Channel 19), Ottawa (Channel 24), Kitchener (Channel 28), London (Channel 18), Chatham (Channel 59), Windsor (Channel 32), Thunder Bay (Channel 9), Sudbury (Channel 19), Sault Ste. Marie (Channel 20), North Bay (Channel 6), Owen Sound (Channel 12), Timmins (Channel 7), Belleville (Channel 53), Kingston (Channel 38), and Penetanguishene (Channel 51). Through this same satellite, the TVO signal is delivered to over 170 low power transmitters to communities across northern Ontario and cable companies throughout the province. TVOntario operates la chaîne française, a channel featuring 80 hours of French language programming (English on Sunday afternoons) delivered via satellite to Ontario cable companies. TVO also distributes video and audio **tapes**, maintains a **library**, and publishes print materials supporting educational programming. The broadcast day extends for 16 hours. Schedules and program information are available on request.

#### ONTARIO FILM DEVELOPMENT CORPORATION

MCC 38

77 Bloor St. W., 4th Flr.

Toronto M7A 2R9

416-965-8393

To foster the development of Canadian-owned Ontario-based film producers, the Ontario Film Development Corporation (**OFDC**) has established an investment fund to assist producers, writers and directors. **Film** companies may be eligible for **financial assistance** to maintain ongoing financial stability.

#### ONTARIO HERITAGE FOUNDATION

MCC 39

77 Bloor St. W., 2nd Flr.

Toronto M7A 2R9

416-965-9504

The Ontario Heritage Foundation (OHF) advises the Minister of Citizenship and Culture on issuing **archaeological licences** and designating significant archaeological sites. The Foundation provides **grants** to: stimulate innovative work in archaeology and help complete artifact analysis; encourage renovation and conservation of buildings possessing **historical** or **architectural** significance, and assist **historians** with the preparation and printing of **manuscripts** of local, regional or specialized interest. **Loans** are also available

for architectural renovation. The foundation erects historical **plaques** which recognize people, places, buildings and events of historical significance to the Province and acquires, usually by donation, **heritage** properties, **parkland**, works of **art** and historical artifacts. Contact the main office or regional offices listed under Regional Services, Ministry of Citizenship and Culture.

#### ONTARIO HISTORICAL STUDIES SERIES

MCC 40

Victoria University  
73 Queen's Park Crescent  
Toronto M5S 1K7  
416-585-4586

The **Ontario Historical Studies Series Project** produces comprehensive, scholarly and readable books on the **historical** development of Ontario. The series is divided into six parts: bibliography of Ontario history; biographies of major premiers; historical atlas; theme studies on aspects of Ontario's economic, social, political and cultural development; general history and oral history featuring interviews with people who have played a key role in Ontario's development. The project is funded by the Ministry of Citizenship and Culture.

#### ONTARIO SCIENCE CENTRE

MCC 41

770 Don Mills Rd.  
Don Mills M3C 1T3  
416-429-4100

Through innovative methods, the **Science Centre** makes **science** and **technology** appealing to children of all ages. It invites visitor participation in unique exhibits, demonstrations, workshops and theatre presentations. The Centre provides special **exhibitions**, **films** and free **education** programs for Canadian school classes booked in advance of their visit. Through its Outreach program, four major travelling exhibitions visit shopping malls, schools, libraries and recreation centres throughout Ontario. The Centre also houses the **Ontario Film Institute** which is a reference and information centre, the **Ontario Film Theatre** which screens films, and the **Ontario Film Archives**. Weekly film programs are presented for **senior citizens**. The Centre is fully accessible to the physically handicapped and is open 7 days a week. For a recorded message giving general information on special programs, admission costs and hours, call 416-429-4423.

#### ROYAL BOTANICAL GARDENS

MCC 42

Box 339  
Hamilton L8N 3H8  
416-527-1158

The Royal Botanical Gardens in Hamilton-Wentworth and Halton Regions consist of 2000 acres of developed **gardens** featuring world-renowned plant collections complemented by extensive natural areas served by 27 miles of interpretive nature trails. Educational programs include courses on horticulture, botany and design with plant materials, instruction for school classes and **university credit courses**. The Royal Botanical Gardens also offer the public extensive **horticultural** information on ornamental, native and poisonous **plants**, edible and poisonous **mushrooms**, and information on **birds**. **Tours** can be arranged. The Gardens participate in Outreach Ontario and Festival Ontario.

ROYAL ONTARIO MUSEUM

MCC 43

100 Queen's Park  
Toronto M5S 2C6  
416-586-5549

The Royal Ontario Museum (**ROM**), incorporating the **Canadiana** collections at 14 Queen's Park Crescent W. (586-5549) and the **McLaughlin Planetarium** (586-5736), is the largest of Canada's public **museums** and a major **research** institution with excellent collections in 20 departments. These include the **arts**, **archaeological** studies (e.g., Chinese, Egyptian) and **science** (e.g., Mammalogy, Mineralogy, Entomology, Ornithology, Vertebrate Palaeontology). The departments identify objects related to their fields such as **birds**, **insects**, works of art, artifacts, etc., for information only, not for monetary purposes (call or write for appointment). The ROM maintains specialized **libraries** and offers group **tours** (for tour information call 586-5572), a Discovery Room (inviting public participation when viewing exhibits), travelling **exhibitions**, museumobiles, a **speakers bureau**, lectures and **art** instruction, showings of **films**, clubs for **senior citizens** and **children**. The museum is open 7 days a week.

SCIENCE NORTH

MCC 44

100 Ramsay Lake Rd.  
Sudbury P3E 5S9  
705-522-3701

Through a combination of exhibits, demonstrations and films, Science North provides **science** and **technology** programs of interest to all ages. Science North also operates the **Big Nickle Mine** for the only public **tour** of an actual working **mine** in Ontario. A 3-D **film** provides entertaining and exciting film presentations on science and technology in northern Ontario. Science North is open in the winter every day, from 11:00 am - 5:00 pm, except Monday and in the summer every day from 9:00 am - 7:00 pm. It is fully accessible to the physically disabled. Big Nickle Mine is open from May to October. For a recorded message giving general information on special programs, admission costs and hours call 705-522-3700.

THE McMICHAEL CANADIAN COLLECTION

MCC 45

Islington Ave.  
Kleinburg L0J 1C0  
416-893-1121

The McMichael Canadian Collection, built of handhewn logs and fieldstone on the wooded banks of the beautiful Humber River, exhibits one of Canada's most important collections of paintings by the **Group of Seven** painters and other Canadian masters such as Tom Thomson, Emily Carr, Clarence Gagnon, David Milne and J. W. Morrice, plus sculptures, paintings and prints by **native** Indian and Inuit **artists**.

The **art** gallery is open from 11:00 am to 5:00 pm daily during the summer months (Victoria Day weekend in May to Thanksgiving in October), and from 11:30 am to 4:30 pm (closed Mondays) during the winter months. The Restaurant and Gallery Shop are open during gallery hours.

Admission fees are: Adults, \$2.50; Students, \$1.00; Seniors, \$1.50 (free on Wednesdays); Children under 5, free; Families, \$6.00. -

Group **tours** are invited and all tours can be arranged by calling 416-893-1123.

## ACTS

## ACTS

MCC 46

The Minister of Citizenship and Culture administers the following Acts.

Archives Act  
Art Gallery of Ontario Act  
Arts Council Act  
Centennial Centre of Science and Technology Act  
Foreign Cultural Objects Immunity from Seizure Act  
George R. Gardiner Museum of Ceramic Art Act, 1981  
John Graves Simcoe Memorial Foundation Act  
Ministry of Citizenship and Culture Act  
McMichael Canadian Collection Act  
Ontario Educational Communications Authority Act  
Ontario Heritage Act  
Public Libraries Act  
Royal Ontario Museum Act  
Science North Act  
The Royal Botanical Gardens Act, 1941, as amended

## MINISTRY OF COLLEGES AND UNIVERSITIES

101 Bloor St. W., 14th Flr.

Toronto M5S 1P7

The Ministry of Colleges and Universities administers support funds to 15 provincially assisted universities, 22 colleges of applied arts and technology, Ryerson Polytechnical Institute, the Ontario College of Art and the Ontario Institute for Studies in Education. It also administers student financial assistance programs. The Ministry operates under the Ministry of Colleges and Universities Act.

Formed in May 1964, the Ministry was originally known as the Department of University Affairs. It acquired responsibility for the Colleges of Applied Arts and Technology from the Department of Education and was renamed the Department of Colleges and Universities. In 1972, the reorganization of the Ontario Government changed the name to the Ministry of Colleges and Universities. The Industrial Training Branch of the Ministry of Labour, with its responsibilities for apprenticeship programs, was transferred to this Ministry in April 1972. The Ministry of Colleges and Universities and the Ministry of Education came under the jurisdiction of one Minister in 1978 and their administration divisions were merged. In 1985, the Skills Development Division was transferred to the newly formed Ministry of Skills Development. Since June, 1985, the Ministry of Colleges and Universities has operated under the jurisdiction of a Minister who has the dual responsibility for the Ministry of Colleges and Universities and the Ministry of Skills Development.

### COMMUNICATIONS BRANCH

MCU 1

101 Bloor St. W., 4th Flr.

Toronto M5S 1P7

416-963-3967

This branch provides public information, deals with media enquiries and acts as a reference source for a wide and divergent range of queries through the cooperation and assistance of the Ministry of Education's Communication Services Branch.

### CORPORATE PLANNING AND SERVICES

MCU 2

101 Bloor St. W., 14th Flr.

Toronto M5S 1P7

416-963-3955

This unit is responsible for developing expenditure plans and preparing annual estimates for the Ministry's programs and administrative budgets. It also produces data and provides information support and analysis for the making of corporate policies and directions. It acquires and arranges support services from the Ministry of Education.

### UNIVERSITY RELATIONS AND RESEARCH SUPPORT DIVISION

#### UNIVERSITY RELATIONS BRANCH

MCU 3

Mowat Block, 9th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1L2

416-965-3878/6382

University Relations Branch is responsible for administering the provincial grants to Ontario universities. The branch administers the operating grants formula; develops and

analyses policy proposals with reference to university operations, physical resources and their funding; administers the **University Research Incentive Fund (URIF)**; implements policy decisions; acts as liaison with the **Ontario Council on University Affairs** and other university-related organizations and maintains government-university relations in general. It answers inquiries about university-related matters, publishes the **Operating Formula Manual** for use by university administrators and coordinates policy development and issues resolutions related to health sciences programs in colleges of applied arts and technology and universities. The branch liaises with other ministries (primarily the Ministry of Health) and health professionals' associations and regulatory bodies about **health**, manpower and education issues (965-5543); approves and reviews programs of both pre-service and in-service **teacher education** offered by faculties of education and sets policy concerning regulations on **certification of teachers** (965-5477).

#### COLLEGE AFFAIRS BRANCH

MCU 4

Mowat Block, 10th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1L2

416-965-5375

The College Affairs Branch is responsible for planning and policy formulation and implementation for the **Colleges of Applied Arts and Technology (CAATs)**, often called community colleges. The branch provides operating and capital **grants** to the colleges for the delivery of academic and skills related programs. The colleges also provide skills **vocational** training sponsored by the federal and provincial governments under the **Canadian Jobs Strategy** and **Ontario's Training Strategy**. For information about programs available at CAATs contact the colleges. For information on vocational training under Canadian Jobs Strategy and Ontario's Training Strategy, see Ministry of Skills Development.

The branch acts as secretariat for the **Ontario Council of Regents for Colleges of Applied Arts and Technology**.

#### PRIVATE VOCATIONAL SCHOOLS

MCU 5

Mowat Block, 9th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1L2

416-965-5348

The Private Vocational Schools Unit is responsible for registering and regulating postsecondary private vocational **schools** throughout the Province.

#### STUDENT AWARDS BRANCH

MCU 6

Mowat Block, 8th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1L2

416-965-5241

Toll-free: 1-800-268-3748

Area Code 807, ask operator for Zenith 47720

Student Awards Branch administers programs which offer **financial assistance** in the form of **loans**, **grants** or **bursaries** to Ontario **students** studying at colleges and universities. It administers six plans based on financial need under the **Ontario Student Assistance Program (OSAP)**: **Ontario Study Grant Plan**, **Canada Student Loans Plan**, **Ontario Stu-**

dent Loans Plan, Ontario Special Bursary Plan, Ontario Work-Study Plan and the Part-Time Student Loans Plan (Canada Student Loans). The branch also awards fellowships or scholarships for outstanding university graduate work: The Ontario Graduate Scholarship, The Sir John A. Macdonald Graduate Fellowship, Ontario-Quebec Exchange Fellowship and The Queen Elizabeth II Ontario Scholarships. There are programs available to students and teachers for bilingual study: Fellowships for Studying in French, Teacher's Summer Bursary, French Language Instructional Units Teacher's Bursary Program (Winter Session) and Summer Language Bursary Program. The branch also administers two special scholarships: the William G. Davis Student Award for children of Crown employees and the Aird Scholarship for disabled individuals. Students should apply through the Financial Aid Office located at the postsecondary institution of their choice. For private or out-of-province institutions, contact this branch.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's Communications Branch.

### ONTARIO COUNCIL ON UNIVERSITY AFFAIRS

MCU 7

700 Bay St., 7th Flr.  
Toronto M5G 1Z6  
416-965-5233

The Ontario Council on University Affairs (OCUA) was established by Order-in-Council in 1974 as an advisory body to the Minister of Colleges and Universities and the Lieutenant Governor-in-Council. OCUA addresses any matters pertaining to the university system and regularly advises on funding requirements, allocation of funds, graduate and professional program approval and Ontario Graduate Scholarship funding. OCUA acts as a buffer between government and the 15 provincially assisted universities, Ryerson Polytechnical Institute, the Ontario College of Art, the Ontario Institute for Studies in Education and the Bar Admission Course (Law Society of Upper Canada). The council is composed of a full-time chairman and 19 members who serve on a part-time basis. A small staff supports the work of the council.

### ONTARIO COUNCIL OF REGENTS FOR COLLEGES OF APPLIED ARTS AND TECHNOLOGY (CAATs)

MCU 8

Mowat Block, 7th Flr.  
900 Bay St  
Queen's Park, Toronto M7A 1L2  
416-965-4234

Ontario Council of Regents is responsible for collective bargaining on behalf of Colleges of Applied Arts and Technology with respect to academic and support staff, and for the appointment of college boards of governors. It also plays a key role in reviewing and recommending salaries, terms and conditions of employment for college administrative employees; new program proposals; real property transactions; college multi-year plans and operational reviews. In addition, the council advises the Minister of Colleges and

Universities on a wide range of policy-related matters. Secretariat services to the council are provided by the Ministry's College Affairs Branch.

## COLLEGE RELATIONS COMMISSION

MCU 9

111 Avenue Rd., Ste. 400

Toronto M5R 3J8

416-922-7679

The College Relations Commission was established in 1975 to oversee the **collective bargaining** process between the Ontario Council of Regents for Colleges of Applied Arts and Technology (CAATs) and the **Ontario Public Service Employees Union**, representing both academic and support staff. The commission monitors and assists in negotiations, supervises staff votes and advises the Lieutenant Governor-in-Council when a strike or lockout is jeopardizing student education.

## ACTS

### ACTS

MCU 10

The following is a list of Acts administered by the Ministry of Colleges and Universities. For information on which branches administer the Acts, see the Key Word Index or contact Ministry's Legal Services.

Colleges Collective Bargaining Act, R.S.O. 1980

Degree Granting Act, 1983

Ministry of Colleges and Universities Act, R.S.O. 1980

Private Vocational Schools Act, R.S.O. 1980

The following is a list of related Acts.

Brock University Act, 1964

Carleton University Act, 1952

Lakehead University Act, 1965

Laurentian University of Sudbury Act, 1960

McMaster University Act, 1976

Ontario College of Art Act, 1968-69

Osgoode Hall Law School Scholarships Act, 1968-69

Ryerson Polytechnical Institute Act, 1977

Sunnybrook Hospital Act, 1966

Trent University Act, 1962-63

University of Guelph Act, 1964

University of Ottawa Act, 1965

University of Toronto Act, 1971

University of Waterloo Act, 1972

University of Western Ontario Act, 1982

University of Windsor Act, 1962-63

Wilfred Laurier University Act, 1973

York University Act, 1965

## MINISTRY OF COMMUNITY AND SOCIAL SERVICES

Hepburn Block, 80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

The Ministry of Community and Social Services, established in 1930 as the Department of Public Welfare, was formed as a result of the Ross Commission on Public Welfare. It comprised an amalgamation of the Old Age Pensions, the Mother's Allowance and the Children's Aid branches previously administered by the Provincial Secretary, and the Unemployment Relief branch from the Department of Labour. In 1967 the name was changed to the Department of Social and Family Services and in 1972 it became the Ministry of Community and Social Services.

In 1974 the Mental Retardation program under the Developmental Services Act was transferred to this Ministry from the Ministry of Health and in 1977 children's services programs from the Ministries of Health, Correctional Services and the Attorney General were also transferred. In November 1985 the new Child and Family Services Act was proclaimed. It eliminates inconsistencies, simplifies the law, addresses the new legal issues and ensures that the legislation conforms with the equality provisions of the Charter of Rights and Freedoms.

The current trend is to encourage and support community living programs to enable physically and mentally handicapped persons and elderly citizens to live independently. Ministry-operated and funded programs are moving towards smaller residential settings with support networks.

Administration of Ministry funded and direct-delivery programs across the province are decentralized to four administrative regional offices and 13 area offices within these regions.

### DEPUTY MINISTER'S OFFICE

#### COMMUNICATIONS GROUP

COMSOC 1

Hepburn Block, 7th Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-7825

The group establishes communications policy for the Ministry, advises staff on communications planning and provides communications support to the Minister and the Deputy Minister. It liaises with the media, answers public inquiries, produces and distributes publications, news releases, audio-visual materials and directs advertising campaigns. Public relations assistance, such as consultation, publications, **films**, conferences, displays, etc. is available to the public, municipalities and social agencies to explain Ministry programs.

The group also provides an internal conduit for quick responses to many important and contentious operations and policy issues which arise from questions in the Legislature, from the press and from other contacts within the Minister's, the Deputy Minister's and the Assistant Deputy Minister's offices. It responds to inquiries that cannot be transferred to the regional or area offices and provides executive and administrative assistance to the offices of the Deputy Minister and the Assistant Deputy Minister, Operations Division.

**LEGAL SERVICES BRANCH**

COMSOC 2

Hepburn Block, 4th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-5147 & 416-965-5148

Legal Services Branch advises the Ministry on legal matters, including the interpretation of statutes and regulations and other legal documents. It provides the Ministry with general legal services such as conducting litigation, providing legal opinions, etc.. The Legal Services Branch is responsible to the Ministry of the Attorney General.

**STRATEGIC PLANNING AND  
INTERGOVERNMENTAL RELATIONS**

COMSOC 3

Hepburn Block, 3rd Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-0108

Strategic Planning and Intergovernmental Relations coordinates and gives impetus to the strategic planning process, formulates policies and responds to intergovernmental issues affecting the Ministry of Community and Social Services, e.g. **CAP (Canada Assistance Plan)**, **VRDP (Vocational Rehabilitation for Disabled Persons)**, and **IWA (Indian Welfare Agreement)** cost-sharing; develops programs for the provision of **Native** services; coordinates Cabinet Policy Committees and Cabinet agenda and liaises with Cabinet Committees, Cabinet Offices and other ministries; negotiates renewal/changes to VRDP agreements and guidelines and conducts research and program evaluation activities within the Ministry.

The **Strategic Planning Unit** (965-3203) integrates the principles and practices of Strategic Planning for ministry management and ensures that research and environmental information is provided to establish the strategic focus of the ministry and its divisions.

The **Intergovernmental Policy Unit** (965-1083) develops policies and responds to intergovernmental issues and processes relating to the Federal, other provincial and municipal governments. It negotiates cost-sharing issues and maintains and enhances relationships through the exchange of information.

The **Research and Program Evaluation Unit** (965-9884) is the primary locus for research and program evaluation activities in the Ministry. Technical consultation, research and evaluation design, funding and project management services are available to the Divisions of the Ministry.

The **Policy Coordination Unit** (965-4523) is the liaison for the Minister, Deputy Minister and senior management with Cabinet Committee, Cabinet Offices and other ministries. It develops briefing material for the Minister and Deputy Minister for weekly Cabinet and Cabinet Committee meetings and is a central registry of information on the status of policy issues.

The Provincial Coordinator, **Vocational Rehabilitation** (965-6299) is the authority for administering the Vocational Rehabilitation of **Disabled Persons** Agreement with the Federal government. Key responsibilities are ensuring that the Province receives appropriate cost-sharing revenue; influencing the development of programs and services for persons with disabilities, and providing advice and information on vocational **rehabil-**

itation to Ministry of Community and Social Services officials, other ministries and outside organizations.

The **Native Services Unit** (965-3203) assists in implementing government and ministry policies and practices relating to Natives, facilitating Ministry Native-oriented activities, and liaising with Native groups and Indian and Northern Affairs Canada.

The **Provincial/Municipal (Funding) Unit** (965-1083) justifies provincial-municipal program delivery and cost-sharing and develops a partnership with municipalities and municipal associations.

## OPERATIONS DIVISION

### OPERATIONS DIVISION CHILDREN'S AND ADULTS' SERVICES

COMSOC 4

Hepburn Block, 6th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-7683

The Operations Division, headed by an Assistant Deputy Minister, is responsible for the delivery of all existing **children's** and **adults'** services programs within this Ministry. Operations services include decentralized program delivery structures, centralized program and initiative implementation, support planning and control mechanisms. Decentralized service delivery is through the Regional Directors and Area Managers in the Ministry's regional, area and local offices and all provincially run facilities such as the developmentally handicapped, training schools and detention homes for children. The functions of the Regional Directors and the area offices are described under this Ministry's Regional Organization entry.

### ONTARIO CENTRE FOR THE PREVENTION OF CHILD ABUSE

COMSOC 5

25 Spadina Rd.  
Toronto M5R 2S9  
416-965-1900

The Centre is a non-profit charitable corporation, established by the Ministry in cooperation with the Canadian Children's Foundation and leading experts in the field of child abuse. It serves as a central focus for Ministry **child** abuse prevention activities, including training and public education.

### OPERATIONAL COORDINATION BRANCH

COMSOC 6

Hepburn Block, 6th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-4765

Headed by a Director, the Operational Coordination Branch is responsible for operational issues and services, strategic management of the Operations Division, agency relationships, program coordination, including operational planning, consistency of delivery, policy liaison and initiatives implementation. Chaplaincy Services and French Language Services are also included in the Branch.

**CHAPLAINCY SERVICES**

COMSOC 7

700 Bay St., Rm. 216  
 Toronto M7A 1E9  
 416-965-3733

This Section coordinates the chaplaincy services provided by the Ministries of Community and Social Services, Correctional Services and Health to various institutions across the province. The Ministry of Community and Social Services acts as the 'lead ministry' in coordinating the services of chaplains employed by other ministries. Liaison between the Ontario Provincial Interfaith Committee on Chaplaincy and government ministries and the implementation and development of policy on the delivery of pastoral care, is the responsibility of Chaplaincy Services.

Chaplaincy Services has regional offices at the following locations:

*Thistletown Regional Centre*  
 51 Panorama Court  
**Rexdale M9V 4L8**  
 416-741-1210

*Stratford Jail*  
 30 St. Andrew St.  
**Stratford N5A 1A3**  
 519-271-2180

*Adult Occupational Centre*  
 P.O. Box 12000  
**Barrie L4M 4W3**  
 705-728-6910

*Rideaucrest Home*  
 362 Montreal St.  
**Kingston K7K 3H6**  
 613-547-6792

*Elgin-Middlesex Detention Centre*  
 711 Exeter Rd.  
**London M6E 1L3**  
 519-686-1922

*Lakehead Psychiatric Hospital*  
 Box 2930  
 580 North Algoma St.  
**Thunder Bay P7B 5G4**  
 807-344-3571

*Brookside School*  
 P.O. Box 159  
 390 King St. E.  
**Cobourg K9A 4K6**  
 416-372-5451

*Hamilton Psychiatric Hospital*  
 Box 585  
**Hamilton L9C 3N6**  
 416-388-2511

*Cecil Facer Youth Centre*  
 Box 850  
**Sudbury P3E 4S3**  
 705-522-1250

**OFFICE OF THE COORDINATOR  
 OF FRENCH LANGUAGE SERVICES**

COMSOC 8

Macdonald Block, Rm. M1-50  
 Queen's Park, Toronto M7A 1E9  
 416-965-9794

The Office of the Coordinator of **French Language Services** formulates policy proposals and implementation plans to meet ministry obligations under the French Language Services Act; advises the Minister and Deputy Minister on related issues; coordinates activities of ministry offices in developing services in French; liaises with francophone associations and disseminates information about availability of ministry services in French. It

handles ministry correspondence in French, provides translations for senior management and standardizes French-English terminology used by the ministry.

## SERVICES EN FRANÇAIS

Le Bureau du coordonnateur des services en français élabore des politiques et des plans de mise en oeuvre en vue de remplir les obligations du ministère selon la Loi sur les services en français, conseille le ministre et le sous-ministre sur les questions qui s'y rattachent; coordonne les activités des bureaux régionaux reliées au développement des services en français; maintient des liens avec les associations francophones et distribue de l'information au sujet des services du ministère qui sont disponibles en français. Le bureau s'occupe également de la correspondance en français du ministère, prépare des traductions de documents pour la haute direction et travaille à la normalisation de la terminologie bilingue.

## REGIONAL ORGANIZATION CHILDREN'S AND ADULTS' OPERATIONS REGIONAL, AREA AND LOCAL OFFICES

COMSOC 9

To ensure effective service delivery throughout the Province, the Ministry's responsibilities are designated under four regions (Northern, Southeast, Southwest and Central), which are responsible for integrated service delivery of both **adult** and **children's** programs.

Each region is headed by a Regional Director who provides general management, including resource allocation and administers Ministry-run and Ministry-funded programs by coordinating the activities of the area offices, the local offices for adults' services, the juvenile probation field offices, and all provincially-run facilities (i.e. facilities for the developmentally handicapped, training schools and detention homes for children).

Programs pertaining to Adults' Services, delivered by the area and local offices include: Family Benefits; Vocational Rehabilitation Maintenance Allowances; Handicapped Children's Allowance; General Welfare Assistance (administered by municipalities and Indian Band Councils or by the Province in unorganized territories); Work Incentive Programs for adults; and the Senior Citizens' Program. These programs, and the Soldiers' Aid Commission, are described in individual entries.

Children's Services Programs, delivered by the area offices include: Child Welfare (Children's Aid Societies); Day Nurseries; Probation services for children (Juvenile Corrections); Residential Care and Residential Treatment Services; and Community Programs for developmentally handicapped children. These programs are described in individual entries.

The functions of the facilities for the developmentally handicapped and the Juvenile Corrections Program which includes probation offices, training schools and detention homes for children are described in entries which follow, together with a list of the facilities and offices.

The Ministry's regional, area and local offices are listed below.

## CENTRAL REGION

*Regional Director*  
2195 Yonge St., 10th Flr.  
**Toronto M7A 1G2**  
416-963-1010

*Barrie Area Office*  
34 Simcoe St., Box 910  
**Barrie L4M 4Y6**  
705-737-1311  
If long distance dial  
1-800-461-7551

*York Local Office*  
135 Yonge St. N.  
**Aurora L4G 1P3**  
416-727-3156

*Local Office*  
80 Colborne St. W.  
P. O. Box 98  
**Orillia L3V 2Y7**  
705-325-7408

*Mississauga Area Office*  
90 Dundas St. W., 2nd Flr.  
**Mississauga L5B 2T5**  
416-276-7670

*Toronto Area Office*  
2195 Yonge St., 9th Flr.  
**Toronto M7A 1G1**  
416-965-1433  
416-965-5103 (Senior Citizens)

*Local Office*  
3501 Dufferin St., Main Flr.  
**Toronto M3K 1N6**  
416-248-7594

*Local Office*  
252 Parliament St.  
**Toronto M5A 3A4**  
416-362-6111

*Local Office*  
1911 Eglinton Ave. E.  
**Toronto M1L 2L6**  
416-752-6625

*Local Office*  
121 Kennedy Ave., 2nd Flr.  
**Toronto M6S 2X8**  
416-763-3631

## SOUTHWEST REGION

*Regional Director*  
195 Dufferin Ave., 5th Flr.  
**London N6A 1K7**  
519-438-8344

*Hamilton Area Office*  
119 King St. W., 6th Flr.  
P. O. Box 2112  
**Hamilton L8N 3Z9**  
416-521-7280

*Local Office*  
7 Charlotte St., 2nd Flr.  
**Brantford N3T 5W7**  
519-756-5790

*Local Office*  
4609 Chrysler Ave.  
Thomas Building  
**Niagara Falls L2E 4C9**  
416-357-0363

*Local Office*  
110 James St., 5th Flr.  
Box 176  
**St. Catharines L2R 6S4**  
416-688-3022  
If long distance ask  
operator for Zenith 21370

*Local Office*  
266 Division St.  
**Welland L3B 4A4**  
416-735-6510

*London Area Office*  
495 Richmond St., 6th Flr.  
**London N6A 5A9**  
519-438-5111  
If long distance dial  
1-800-265-4197

*Local Office*

17 Rattenbury St.  
P. O. Box 1150  
**Clinton N0M 1L0**  
519-482-3971

*Local Office*

101 Union St.  
**Simcoe N3Y 2A6**  
519-426-9350

*Local Office*

194 Ontario St.  
**Stratford N5A 3H4**  
519-271-1530

*Local Office*

499 Talbot St.  
**St. Thomas N5P 1C3**  
519-631-3032

*Waterloo Area Office*

Waterloo Square  
75 King St. S.  
**Waterloo N2J 1P2**  
519-886-4700  
If long distance ask  
operator for Zenith 37610  
(Grey, Bruce, Waterloo, Wellington)

*Local Office*

73 Water St. N.  
**Cambridge N1R 7L6**  
519-623-1230

*Local Office*

60 Baker St.  
**Guelph N1H 4G1**  
519-822-7500

*Local Office*

945 3rd Ave. E.  
**Owen Sound N4K 5R4**  
519-376-1951  
If long distance ask  
operator for Zenith 21370

*Local Office*

1 Victoria St.  
**Walkerton N0G 2V0**  
519-881-0977

*Windsor Area Office*

250 Windsor Ave., 1st Flr.  
**Windsor N9A 6V9**  
519-254-1651  
If long distance ask  
operator for Zenith 21370

*Local Office*

48 Fifth St.  
**Chatham N7M 4V7**  
519-352-5040

*Local Office*

18 Selkirk Ave.  
**Leamington N8H 3B3**  
519-326-2511

*Local Office*

720 Christina St. N.  
**Sarnia N7V 3C2**  
519-337-3735  
If long distance ask  
operator for Zenith 21370

**SOUTHEAST REGION**

*Regional Director*

336 Alfred St.  
**Kingston K7L 3S5**  
613-548-6761

*Kingston Area Office*

1055 Princess St., Ste. 103  
**Kingston K7L 5T3**  
613-545-0539  
For toll-free number check the  
blue pages of telephone directory  
(Dundas, Glengarry, Leeds & Grenville,  
Lanark, Ottawa-Carleton, Stormont,  
Renfrew, Prescott & Russell, Frontenac,  
Hastings, Lennox & Addington,  
Prince Edward)

*Local Office*

199 Dundas St. E.  
**Belleville K8N 1E2**  
613-962-9562  
If long distance ask  
operator for Zenith 21370

*Local Area Office*

51 King St. E.  
**Brockville K6V 1A7**  
613-345-1200  
If long distance  
dial 1-800-267-0834

*Ottawa Area Office*

10 (Rue) Rideau St., 7th Flr.  
**Ottawa K1N 9J1**  
613-234-1188

*Local Office*

10 Main St. N., Box 520  
**Alexandria K0C 1A0**  
613-525-3524  
If long distance ask  
operator for Zenith 35500

*Local Office*

P. O. Box 40  
**Barry's Bay K0J 1B0**  
613-756-3506  
If long distance ask  
operator for Zenith 21370

*Local Office*

4 Montreal Rd., 3rd Flr.  
**Cornwall K6H 1B1**  
613-932-3381  
If long distance ask  
operator for Zenith 35500

*Local Office*

876 James St.  
**Hawkesbury K6A 1T9**  
613-632-1171  
If long distance ask  
operator for Zenith 35500

*Local Office*

77 Mary St., 3rd Flr.  
**Pembroke K8A 5V4**  
613-735-1073

*Local Office*

315 Raglan St. S.  
**Renfrew K7V 1R6**  
613-432-4886  
If long distance ask  
operator for Zenith 21370

*Peterborough Area Office*

60 Hunter St. E.  
**Peterborough K9H 1G5**  
705-742-9292  
If long distance ask  
operator for Zenith 21370

*Local Office*

322 Kent St. W.  
**Lindsay K9V 5E5**  
705-324-6128  
If long distance ask  
operator for Zenith 49740

*Local Office*

11 Simcoe St. N., Ste. 201  
**Oshawa L1G 4R7**  
416-576-9001  
If long distance ask  
operator for Zenith 21370

*Local Office*

38 Walton St., Ste. 4  
**Port Hope L1A 1N1**  
416-885-6386  
If long distance check  
blue pages of telephone directory

**NORTHERN REGION**

*Regional Director*

473 Queen St. E., 2nd Flr.  
**Sault Ste. Marie P6A 1Z5**  
705-949-8052

*Sudbury Area and District Office*

111 Larch St., 8th Flr.

**Sudbury P3E 4T5**

705-675-4515

If long distance dial

1-800-461-1167/9

*Local Office*

199 Larch St., 5th Flr.

**Sudbury P3E 5P9**

705-675-4515

If long distance ask

operator for Zenith 35500

or dial

1-800-461-1167/9

*Local Office*

14 Young St.

**Chapleau P0M 1K0**

705-864-0429

*Local Office*

P.O. Box 238

**Espanola P0P 1C0**

705-869-1532

*Local Office*

Meredith/Eleanor Sts.

P.O. Box 358

**Gore Bay**

**Manitoulin Island P0P 1H0**

705-282-2288

*Sault Ste. Marie District Office*

123 March St., 3rd Flr.

Box 68

**Sault Ste. Marie P6A 2Z5**

705-759-8244

*Local Office*

9 Ontario Ave.

**Elliot Lake P5A 2K3**

705-848-5259

*Local Office*

54 Broadway Ave., Ste. 4

**Wawa P0S 1K0**

705-856-2303

If long distance ask

operator for Zenith 21370

*North Bay Area Office*

222 McIntyre St. W., Ste. 406

**North Bay P1B 2Y8**

705-474-4452

*North Bay District Office*

222 McIntyre St. W., Ste. 316

**North Bay P1B 2Y8**

705-474-3540

*Local Office*

274 Manitoba Ave.

Box 838

**Bracebridge P0B 1C0**

705-645-8718

If long distance ask

operator for Zenith 21370

*Local Office*

76 Church St.

**Parry Sound P2A 1Z1**

705-746-2717

If long distance ask

operator for Zenith 21370

*Local Office*

Hwy. 11, Toronto Ave. N.

Box 161

**South River P0A 1X0**

705-386-2571

If long distance ask

operator for Zenith 35500

*Local Office*

53A William St., 3rd Flr.

Box 160

**Sturgeon Falls**

705-753-1611

If long distance ask

operator for Zenith 35500

*Timmins District Office*

11 Elm St. N.

**Timmins P4N 6A3**

705-267-7901

If long distance ask

operator for Zenith 21370

*Local Office*  
241 Eighth St.  
Box 310  
**Cochrane P0L 1C0**  
705-272-4846

*Local Office*  
1405 Edward St.  
**Hearst P0L 1N0**  
705-362-4238

*Local Office*  
46 Queen St.  
Box 44  
**Kapuskasing P5N 2Y4**  
705-335-6108

*Local Office*  
8 Hudson Bay Ave.  
Box 398  
**Kirkland Lake P2N 2H7**  
705-567-3391  
If long distance ask  
operator for Zenith 21370

*Local Office*  
Ontario Government Bldg.  
Box 160  
Revillon Rd.  
**Moosonee P0L 1Y0**  
705-336-2984

*Local Office*  
310 Whitewood Ave.  
Box 2260  
**New Liskeard P0J 1P0**  
705-647-7447

*Local Office*  
11 Elm St. N.  
**Timmins P4N 6A3**  
705-267-7901

*Thunder Bay Area and District Office*  
710 Victoria Ave., 3rd Flr.  
**Thunder Bay P7C 5P7**  
807-475-1345/1515  
If long distance ask  
operator for Zenith 21370

*Local Office*  
1405 Main St.  
Box 1029  
**Geraldton P0T 1M0**  
807-854-1840  
If long distance ask  
operator for Zenith 30700

*Kenora/Rainy River District Office*  
20 Main St. S., 2nd Flr.  
**Kenora P9N 1S7**  
807-468-3056  
If long distance ask  
operator for Zenith 24100

*Local Office*  
475 Government Rd.  
Box 1020  
**Dryden P8N 3B3**  
807-223-2241

*Local Office*  
338 Scott St.  
Box 760  
**Fort Frances P9A 3N1**  
807-274-9846

*Local Office*  
104 Government Rd.  
Box 429  
**Keewatin P0X 1C0**  
807-547-2801  
If long distance ask  
operator for Zenith 21370

*Local Office*  
Ontario Government Bldg.  
Box 827  
**Red Lake P0V 2M0**  
807-727-2174

*Local Office*  
63 King St.  
Box 338  
**Sioux Lookout P0V 2T0**  
807-737-3813

REGIONAL ORGANIZATION  
CHILDREN'S AND ADULTS' OPERATIONS  
FACILITIES FOR DEVELOPMENTALLY HANDICAPPED

COMSOC 10

Treatment and training programs and services to the developmentally handicapped are delivered through 12 government-operated and 10 local community-board operated **mental retardation** facilities and these fall under regional jurisdiction. The facilities, which are owned and operated by the Ministry, are listed below:

**CENTRAL REGION**

*Adult Occupational Centre*  
**Edgar**

Mailing address:

P.O. Box 12000  
**Barrie L4M 4W3**  
705-728-6910

*Huron Regional Centre*

P.O. Box 1000  
**Orillia L3V 6L2**  
705-326-7361

*Surrey Place Centre*

2 Surrey Place  
**Toronto M5S 2C2**  
416-925-5141

**NORTHERN REGION**

*Muskoka Centre*

P.O. Box 280  
**Gravenhurst P0C 1G0**  
705-687-2201

*Northwestern Regional Centre*

580 Algoma St. N.  
P.O. Box 3270  
**Thunder Bay P7B 5G4**  
807-345-0576

**SOUTHEASTERN REGION**

*D'Arcy Place*

700 D'Arcy St.  
P.O. Box 110  
**Cobourg K9A 4L5**  
416-372-3341

*Prince Edward Heights*

P.O. Box 440  
**Picton K0K 2T0**  
613-476-2104

*Rideau Regional Centre*

P.O. Box 2000  
**Smiths Falls K7A 4T7**  
613-283-5533

**SOUTHWESTERN REGION**

*Oxford Regional Centre*

P.O. Box 310  
**Woodstock N4S 7X9**  
519-539-1251

*Southwestern Regional Centre*

Hwy. 3 (West of Blenheim)  
Mailing address:  
P.O. Box 1000  
**Blenheim N0P 1A0**  
519-676-5431

*C.P.R.I.*

P.O. Box 2460  
Terminal A  
**London N6A 4G6**  
519-471-2540

*Midwestern Regional Centre*

P.O. Box 400  
**Palmerston N0G 2P0**  
519-343-2015

REGIONAL ORGANIZATION  
YOUTH CORRECTIONS PROGRAM  
SECURE CUSTODY FACILITIES, DETENTION HOMES  
AND PROBATION OFFICES

COMSOC 11

The Youth Corrections Program provides detention services for **young persons** awaiting court disposition. It supervises young persons placed on **probation** by youth court judges. It also operates residential secure custody facilities for young persons sent there by the youth court and those ordered by the youth court into community programs.

Services and information for the Youth Corrections Program are delivered through the area offices listed under this Ministry's Regional Organization entry or through the institutions listed below.

**Secure custody facilities, detention homes, probation offices and the children's mental health centre, Thistletown Regional Centre (416-741-1210), are listed below.**

## SECURE CUSTODY FACILITIES

*Project DARE*  
P.O. Box 2000  
**South River P0A 1X0**

*Brookside Youth Centre*  
Box 159  
**Cobourg K9A 4K6**  
416-372-5451

*Syl-Apps Youth Centre (Training School)*  
Box 9100  
**Oakville L6J 5E8**  
416-844-4110

*Sprucedale Training School*  
Box 606  
**Simcoe N3Y 4L8**  
519-426-3561

*Cecil Facer Training School*  
Box 850  
**Sudbury P3E 4S3**  
705-522-1250

*St. John's Training School  
(Private Training School)*  
R.R. 2  
Box 5000  
**Uxbridge L0C 1K0**  
416-364-0556

## DETENTION HOMES

*Arrell Observation Home for Children*  
1051 Upper James St.  
**Hamilton L9C 3A6**  
416-385-5341

*Juvenile Detention Centre*  
1670 Oxford St. E.  
**London N5V 3G2**  
519-453-7070

*Observation and Detention House*  
475 Iroquois Shore Rd.  
**Oakville L9J 5E8**  
416-844-4110

*Ottawa Youth  
Detention Centre*  
1145 Bronson Place  
**Ottawa K1S 4H4**  
613-566-3970

*Observation and Detention Home*  
139 Pim St.  
**Sault Ste. Marie P6A 3G9**  
705-256-5987

*Observation and Detention Home*  
354 George St.  
**Toronto M5A 2N3**  
416-923-6051

*Brookside Observation and Detention  
Home (Carr House)*  
Box 159  
**Cobourg K9A 4K6**  
416-372-5451

*Children's Mental Health Centre  
Thistletown Regional Centre*  
51 Panorama Court  
**Rexdale M9V 4L8**  
416-741-1210

### JUVENILE PROBATION

2500 Lawrence Ave. E.  
**Scarborough M1R 2R7**  
416-750-3387

50 Commercial Ave., Ste. 209  
**Ajax L1S 2H5**  
416-683-1250

34 Simcoe St.  
P.O. Box 910  
**Barrie L4M 1N1**  
705-737-3801

199 Dundas St. E.  
**Belleville K8N 1E2**  
613-966-4302

274 Manitoba Ave.  
Box 63  
**Bracebridge P0B 1C0**  
705-645-8718

20 Nelson St. W.  
Ste. 201 and 203  
**Brampton L6X 2M5**  
416-456-3430

100 Wellington Sq.  
City Hall, 2nd Flr.  
**Brantford N3T 2M3**  
519-752-6505

51 King St. E.  
**Brockville K6V 1A8**  
613-342-4033  
Burlington Sq.

760 Brant St.  
**Burlington L7R 4B7**  
416-639-5371

73 Water St.  
**Cambridge N1R 7L6**  
519-623-1230 (Probation)

Court House  
Munsey St.  
Box 460  
**Cayuga N0A 1E0**  
416-772-5303

48 Fifth St., 2nd Flr.  
**Chatham N7M 4V8**  
519-352-1115

Brookside Youth Centre  
390 King St. E.  
Box 159  
**Cobourg K9A 4K6**  
416-372-5451

241 Eighth St.  
Box 310  
**Cochrane P0L 1C0**  
705-272-4348

168 Hurontario St.  
Box 155  
**Collingwood L9Y 2M2**  
705-445-3301

502 Pitt St., 2nd Flr.  
**Cornwall K6J 3R5**  
613-938-1581

479 Government Rd.  
Box 1020  
**Dryden P8N 3E3**  
807-223-3321

9 Ontario St., Ste. 6  
**Elliot Lake P5A 2K3**  
705-848-5259

71 Centre St.  
Box 1090  
**Espanola P0P 1C0**  
705-869-2601

338 Scott St.  
Box 760  
**Fort Frances P9A 3N1**  
807-274-3208

1405 Main St.  
Box 1029  
**Geraldton P0T 1M0**  
807-854-0777

39 West St.  
P.O. Box 403  
**Goderich N7A 4C7**  
519-524-7780

60 Baker St.  
**Guelph N1H 4G1**  
519-822-7500

499 King St. E., 2nd Flr.  
St. John's Place  
**Hamilton L8N 1E1**  
416-525-0072

1405 Edward St.  
Box 806  
**Hearst P0L 1N0**  
705-362-5145

5465 Dundas St. W., 3rd Flr.  
**Islington M9B 1B4**  
416-233-3206

46 Queen St.  
Box 295  
**Kapuskasing P5N 2Y4**  
705-335-8573

General Delivery  
**Keewatin P0X 1C0**  
807-547-2864

736 Princess St.  
**Kingston K7L 1G3**  
613-545-4306

8 Hudson Bay Ave.  
**Kirkland Lake P2N 2H7**  
705-567-5297

322 Kent St. W.  
Box 7000  
**Lindsay K9V 5E5**  
705-324-6128

80 Dundas St.  
Court House  
Box 5600, Terminal 'A'  
**London N6A 2P3**  
519-679-7220

305 Midland Ave.  
**Midland L4R 3K5**  
705-526-3715

491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-0302

90 Dundas St. W., 2nd Flr.  
**Mississauga L5B 2T5**  
416-276-7670

713 Davis Dr.  
**Newmarket L3Y 2R3**  
416-895-1800

4627 St. Clair Ave.  
Box 201  
**Niagara Falls L2E 6T3**  
416-685-4897

222 McIntyre St. W., Ste. 310  
**North Bay P1B 2Y8**  
705-474-4616

Court House  
51 Zina St.  
**Orangeville L9W 1E5**  
519-941-1530

Main St.  
P.O. Box 309  
**L'Orignal K0B 1K0**  
613-675-4630

80 Colborne St. W.  
**Orillia L3V 2Y7**  
705-325-7408

650 King St. E.  
Ste. 204/206  
**Oshawa L1H 1G5**  
416-723-1119

900 Lady Ellen Place, Ste. 11  
**Ottawa K1Z 5L5**  
613-722-6507

945 Third Ave. E., Ste. 30  
P.O. Box 697  
**Owen Sound N4K 5R4**  
519-376-1951

3 Beechwood Dr.  
**Parry Sound P2A 1J2**  
705-746-5809

77 Mary St., 3rd Flr.  
**Pembroke K8A 5V4**  
613-735-1073

60 Hunter St. E.  
**Peterborough K9H 1G5**  
705-742-9292

110 James St., 5th Flr.  
P.O. Box 176  
**St. Catharines L2R 7E8**  
416-685-4897

145 Curtis St.  
Provincial Court  
P.O. Box 277  
**St. Thomas N5P 3Z7**  
519-631-3430

720 Christina St. N.  
**Sarnia N7V 3C2**  
519-337-3735

123 March St., 5th Flr.  
**Sault Ste. Marie P6A 2Z5**  
705-759-8244

2500 Lawrence Ave. E., 2nd Flr.  
**Scarborough M1P 2R7**  
416-750-3387

Court House  
No. 3 Highway E.  
Box 605  
**Simcoe N3Y 4N4**  
519-428-0380

63 King St.  
P.O. Box 338  
**Sioux Lookout P0V 2T0**  
807-737-2162

100 Erie St.  
**Stratford N5A 2M4**  
519-271-5220

Ontario Government Bldg.  
199 Larch St., Main Flr.  
**Sudbury P3E 5P9**  
705-675-4515

710 Victoria Ave., 3rd Flr.  
**Thunder Bay P7C 5P7**  
807-475-1485

38 Pine St. N., Ste. 129  
**Timmins P4N 6K6**  
705-267-7965

194 Gerrard St. E.  
**Toronto M5A 2E6**  
416-923-4516

900 Dufferin St., Ste. 209  
**Toronto M6H 4B1**  
416-965-5177

2265 Keele St., Ste. 1  
**Toronto M6M 3Z7**  
416-248-3055

Old Country Building  
209 Cayley St., Rm. 106  
**Walkerton N0G 2V0**  
519-881-0977

75 King St. S.  
Waterloo Sq.  
**Waterloo N2J 1P2**  
519-886-4700

250 Windsor Ave., 2nd Flr.  
**Windsor N9A 6V9**  
519-254-1651

54 Broadway Ave., Ste. 4  
**Wawa P0S 1K0**  
705-856-2303

42 Wellington St. N.  
**Woodstock N4S 6P3**  
519-537-5579

## OPERATIONAL ISSUES AND SERVICES UNIT

COMSOC 12

Hepburn Block, 6th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-963-2648

Headed by a Manager, the Unit is responsible for the provision of services that include Crown Ward Reviews, Volunteers, Emergency Social Services Planning, specific Family Benefits Assistance related activities, Investigations, various Legislative Boards and public inquiries.

## CHILD ABUSE REGISTER

COMSOC 13

700 Bay St., 2nd Flr.  
Toronto M7A 1E9  
416-965-5556

The Child Abuse Register, which is confidential, with restricted access, contains information on all verified cases of **child** abuse that have occurred in Ontario since June 15, 1979. It is legislated under the **Child and Family Services Act**, 1984.

## CROWN WARD REVIEW

COMSOC 14

700 Bay St., 2nd Flr.  
Toronto M7A 1E9  
416-963-2936

The **Child and Family Services Act**, 1984 (Section 62) provides that an annual review be done on each Crown Ward that qualifies under the conditions of Section 62(1). Staff complete the reviews and submit reports to the Ministry and the Children's Aid Societies responsible for the care and services to the Crown Wards.

## EMERGENCY SOCIAL SERVICES PLANNING

COMSOC 15

700 Bay St., 2nd Flr.  
Toronto M7A 1E9  
416-965-0176

In the event of a major disaster, the Ministry is responsible for coordinating and encouraging planning for Emergency Social Services. The section liaises with the Federal government and directs and supports Regional and Area Offices in developing appropriate plans within the community.

FAMILY BENEFITS ADMINISTRATION

COMSOC 16

2195 Yonge St., 7th Flr.  
Toronto M7A 1G1  
416-965-5936

This Unit is responsible for administering the **Residual Family Benefits Assistance Programs**; for the initial and ongoing eligibility of applied **Family Benefits Assistance** for clients who reside in **Mental retardation** facilities and Homes for Special Care (Residential Care, 965-3553) and for verifying and authorizing expenditures for supplying prescription glasses for clients (Vision Care 965-9073).

PUBLIC INQUIRIES

COMSOC 17

Macdonald Block, Rm. M1-51  
900 Bay St.  
Queen's Park, Toronto M7A 1E9  
416-965-7825  
(collect calls accepted)

**Information** to the general public and Ministry clients about services and programs such as Family Benefits Assistance, General Welfare Assistance, Guaranteed Annual Income System for the Disabled and Vocational Rehabilitation Services is provided by this section. It acts as a liaison between Ministry clients and local offices to resolve allowance disparities; refers callers to other information sources and provides copies of various Ministry publications, upon request.

OVERPAYMENT RECOVERY  
FOLLOW-UP SYSTEM (ORFUS)

COMSOC 18

2195 Yonge St., 7th Flr.  
Toronto M7A 1G1  
416-965-3453/5311

Recovery of funds from clients who have been overpaid while in receipt of **Family Benefits Assistance** is undertaken by this Unit, by negotiating and monitoring payment schedules and referring cases for legal action.

VOLUNTEERS

COMSOC 19

700 Bay St., 2nd Flr.  
Toronto M7A 1E9  
416-965-0176

This section provides coordination and consultation in the development of Volunteer programs in Ministry operated programs (facilities for the developmentally handicapped, Probation services, training schools, Senior Volunteer in Service Program) and serves as a Ministry focus for encouraging volunteerism in social services within the community. The Ministry **Volunteer Awards Program** is administered by this section.

CHILDREN'S SERVICES REVIEW BOARD

COMSOC 20

700 Bay St., 2nd Flr.  
Toronto M7A 1E9  
416-965-1871

The Children's Services Review Board, under the legislative authority of the **Child and**

**Family Services Act 1984**, provides an appeal mechanism on specific decisions regarding **licences** made by the Director under this Act and the **Day Nurseries Act** and on recommendations about residential placements made by Residential Placement Advisory Committees. In certain specified situations, the Board is mandated to review a service provider's refusal to provide access to **records**, refusal to correct a record and allegations of unauthorized disclosure of a record. The Board is established as an independent body and its decisions are not subject to review by the Minister or an official of the Ministry.

#### CUSTODY REVIEW BOARD

COMSOC 21

700 Bay St., 2nd Flr.

Toronto M7A 1E9

416-965-1871

The Board operates jointly with the Ministry of Correctional Services. Young persons while in a custody or detention facility, may apply to the Custody Review Board for reviews of Provincial Directors' specific decisions regarding their placement, as outlined in Section 93(1) of the **Child and Family Services Act**. As part of their review, the Board may hold a hearing. Recommendations are made in writing to the Provincial Director who makes the final decision. The duties of the **Training Schools Advisory Board** are assumed by the Custody Review Board so that the progress of the remaining training school wards may continue to be reviewed.

#### SOLDIERS' AID COMMISSION

COMSOC 22

2195 Yonge St.

Toronto M4S 2B2

416-965-4891

The Soldiers' Aid Commission gives emergency **assistance** to eligible war **veterans** and/or their dependents who are in need and administers trust funds accruing from bequests. Contact the Commission or closest branch of the Department of Veterans Affairs (DVA) or Royal Canadian Legion.

#### COMMUNITY SERVICES DIVISION

##### COMMUNITY SERVICES DIVISION

COMSOC 23

Hepburn Block, 6th Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-6231

Headed by an Assistant Deputy Minister, the Community Services Division is responsible for the development of policies and programs for **children**, the disabled, and the elderly. A range of services including counselling, residential care, and community services, are provided to these clients.

The Community Services Division consists of three branches, each headed by a Director, representing the program areas: Children's Services, Elderly Services, and Services for the Disabled. A description of the branches follows.

CHILDREN'S SERVICES BRANCH

COMSOC 24

Hepburn Block, 3rd Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-6237

The Childrens Services Branch is responsible for policy and program development related to social services for **Native people**; licensing of children's residential care facilities; confidentiality of and access to records; the use of extraordinary measures; and for the Adoption Disclosure Register and Child Welfare Services, authorized under the **Child and Family Services Act, 1984**.

CHILDREN'S SERVICES BRANCH

COMSOC 25

ADOPTION DISCLOSURE REGISTER

700 Bay St., 2nd Flr.

Toronto M7A 1E9

416-965-0544

The Register provides a means by which adopted **adults** and birth **parents** can obtain identifying information about each other and meet if they wish. For information and/or an application form, call the Adoption Disclosure Register Clerk at 965-0544.

**Adoptions:** For Information and referrals on private adoption, call 965-0544 and for step-parent, international and other adoptions call 965-4881.

CHILDREN'S SERVICES BRANCH

COMSOC 26

CHILD WELFARE

Child Welfare services, provided through **Children's Aid Societies** for the enhancement of family life, the protection of **children** and the prevention of child abuse and neglect, include support, counselling and supervision of children in their homes, and the placement and care of children in foster and adoption homes or in children's residences by agreement with the family or by court order.

Child Treatment services by psychiatrists for the treatment of severely disturbed children, may be provided through MCSS operated facilities or approved agencies in residential or non-residential programs and usually in association with other helping professionals.

**Child and Family Intervention** services provided through approved agencies for children with social, emotional, or behavioral problems and for their families, include assessment, **counselling**, life skills training, and may be residential or non-residential.

**Young Offenders** services are provided through approved agencies, contractual arrangements with service providers, and Ministry operated facilities for children 12-15 years of age who are in conflict with the law and are subject to the Young Offenders Act or the Provincial Offenses Act. Includes detention, pre-disposition reports, community service programs, probation supervision, open and secure custody.

Community Support services are designed to enhance the ability of communities to cope with change and to respond to the needs of children and their families. They include primary prevention initiatives and professional and community education offered through approved agencies, colleges and universities, professional associations, community organizations.

**ELDERLY SERVICES BRANCH**

COMSOC 27

700 Bay St., 9th Flr.  
Toronto M7A 1E9  
416-965-5422

Elderly Services Branch is responsible for policy and program development for both community based and residential services for **seniors**, and includes Municipal and Charitable **Homes for the Aged**, Elderly Persons' Centres, Home Support Services for the Elderly, public education and volunteer programs for Seniors, Homemaker and Nurses Services, Integrated Homemaker Program.

**SERVICES FOR THE DISABLED BRANCH**

COMSOC 28

700 Bay St., 21st Flr.  
Toronto M7A 1E9  
416-965-3242

Services for the Disabled Branch is responsible for policy and program development for services for **disabled** children and adults who have developmental handicaps or physical disabilities including head and spinal cord injuries and hearing or vision impairments, and include community based and institutional programs.

The branch also liaises with other areas of government and consumer associations in developing policy and programs.

**FAMILY SERVICES AND INCOME MAINTENANCE DIVISION**

**FAMILY SERVICES AND  
INCOME MAINTENANCE DIVISION**

COMSOC 29

Hepburn Block, 6th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-1181

The Division headed by an Assistant Deputy Minister, consists of three branches, Income Maintenance, Child Care, Family Support, and provides policy development, program design, research and evaluation pertaining to their programs.

**INCOME MAINTENANCE BRANCH**

COMSOC 30

Hepburn Block, 3rd Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-2316

Headed by a Director, the branch develops policy and programs for Family Benefits, General Welfare Assistance and the Work Incentive Program.

**INCOME MAINTENANCE PROGRAMS**

COMSOC 31

Hepburn Block, 3rd Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-2316

The purpose of the Ontario Government's Income Maintenance Program is to ensure a responsive system of financial assistance enabling persons in need to obtain a basic level

of allowances and benefits and an opportunity for self-development and independence. Income Maintenance programs, which are described individually in the entries that follow, include Family Benefits, General Welfare Assistance, Handicapped Children's Program, Vocational Rehabilitation Maintenance Allowances and the Work Incentive Program.

## INCOME MAINTENANCE PROGRAMS

COMSOC 32

## FAMILY BENEFITS

Hepburn Block, 3rd Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

The Family Benefits Program provides **financial assistance** to persons who are in need for a prolonged period of time. It is intended for **sole support parents** raising children alone, **disabled persons**, **blind**, permanently **unemployable** persons, foster **children**, qualified elderly **women** over 60 and persons aged 65 or over. If need is demonstrated, a monthly **allowance** and other benefits (**health insurance**, prescribed **drugs**, **dental** care, eyeglasses, hearing aids) are provided. The allowance for the disabled and the blind is also known as **GAINS-D (Guaranteed Annual Income System, Disabled)**. To apply for family benefits contact the area and local offices listed under this Ministry's Regional Organization entry.

## INCOME MAINTENANCE PROGRAMS

COMSOC 33

## GENERAL WELFARE ASSISTANCE

Hepburn Block, 3rd Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

The General Welfare Assistance (GWA) Program provides short-term **financial assistance** to help pay for necessities when a person suffers loss of income. GWA is administered by municipalities and Indian Band Councils or by the Province in unorganized territories. GWA has four kinds of financial assistance based on need. General Assistance (**welfare**) provides for ordinary living expenses. Special Assistance provides for extraordinary living expenses, e.g., prescribed **drugs**, **dental** care, **prosthetics** (including eyeglasses, hearing aids) and for **burials**. Supplementary Aid is issued for extraordinary living expenses (as above) to recipients of Family Benefits, Old Age Security, Spouse's Allowance, GAINS-A (senior citizens), GAINS-D (blind and disabled). **Incentive Allowances** are paid to those under a work activity project. To apply for general welfare assistance, contact municipal welfare offices and Indian Band Councils. In unorganized territories contact the area and local offices listed under this Ministry's Regional Organization entry.

## INCOME MAINTENANCE PROGRAMS

COMSOC 34

## HANDICAPPED CHILDREN'S PROGRAM

700 Bay St.

Toronto M7A 1E9

The Handicapped Children's Program has a special allowance for eligible families caring for severely **disabled children** in their own homes. Services are delivered through the area and local offices listed under this Ministry's Regional Organization entry.

## INCOME MAINTENANCE PROGRAMS VOCATIONAL REHABILITATION MAINTENANCE

COMSOC 35

700 Bay St.  
Toronto M7A 1E9

The Vocational Rehabilitation Maintenance Allowances Program is designed to provide **financial assistance** as a monthly income to **disabled persons** who are enrolled in a training program and are receiving services from the **Vocational Rehabilitation Program**. Services are delivered through the area and local offices listed under this Ministry's Regional Organization entry.

## INCOME MAINTENANCE PROGRAMS WORK INCENTIVE PROGRAM

COMSOC 36

Hepburn Block, 3rd Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9

The Work Incentive Program provides a cash allowance for **disabled** and permanently **unemployable** people and for sole-support **parents** for a period of 24 months and other regular fringe benefits for 27 months to eligible Family Benefits recipients who return to full-time employment. To apply for work incentives, Family Benefits recipients should contact their fieldworker at the appropriate area or local office listed under this Ministry's Regional Organization entry.

## INCOME MAINTENANCE PROGRAMS SOCIAL ASSISTANCE REVIEW BOARD

COMSOC 37

Macdonald Block, Room M1-56  
Queen's Park, Toronto M7A 1E9  
416-965-4787

The Social Assistance Review Board holds hearings of appeals throughout the province requested by individuals regarding decisions on **General Welfare Assistance**, **Vocational Rehabilitation Services**, **Family Benefits** (financial allowances for single mothers, the blind and disabled, permanently unemployable fathers, foster children, severely handicapped children), **Guaranteed Annual Income System GAINS-D** (income supplement for the blind and disabled), and co-payment (exemption from payment for chronic care services provided under the **Health Insurance Act**).

## CHILD CARE BRANCH

COMSOC 38

700 Bay St., 9th Flr.  
Toronto M7A 1E9  
416-965-3130

Headed by a Director, the branch is responsible for policy development and program design to facilitate the service delivery at the area office level.

**Day Nurseries Program:** The area offices supervise and issue **licences** to nursery schools, **day care** centres and private home day care agencies. They offer information and consultation to community groups on program development, staffing, legislation and special day care programs (e.g., for native peoples, handicapped, etc.). The Ministry provides **financial assistance** to **municipalities**, approved groups which are incorporated, and **Indian Band Councils** to establish day nurseries, and to municipalities to provide finan-

cial assistance to eligible individuals seeking day care. Services are delivered through the area offices listed under this Ministry's Regional Organization entry.

#### FAMILY SUPPORT BRANCH

COMSOC 39

700 Bay St., 2nd Flr.

Toronto M7A 1E9

416-965-1818

Headed by a Director, the Branch develops policy and programs for adults and families, such as Hostel Programs, Halfway Houses, Alcohol and Drug Recovery Homes, Counselling Services (including credit counselling), Family Violence Initiatives, Employment Initiatives and Work Activity Projects.

**Municipal Hostel Program** is provided by municipalities under the General Welfare Assistance Act. **Municipalities** may purchase or provide room and board on an emergency, domiciliary and transient basis for needs tested persons or families. For further information contact Municipal Social Service offices or the area and local offices listed under the Ministry's Regional Organization entry.

**Halfway House Programs** fall under the Charitable Institutions Act and provide residential and counselling services for alcoholics, ex-offenders and other socially disadvantaged persons. Services are administered through the area and local offices listed under the Ministry's Regional Organization entry.

Counselling Services may be provided or purchased by municipalities from family counselling agencies for persons in need as defined under the General Welfare Assistance Act. For such services contact Municipal Social Service offices. The Ministry also purchases counselling services from agencies and community organizations under the Ministry of Community and Social Services Act. These services are administered through the area and local offices listed under the Ministry's Regional Organization entry.

**Credit Counselling Services:** General and financial counselling related to **debt** repayment is provided under the Ministry of Community and Social Services Act by non-profit credit counselling agencies and administered by area and local offices listed under the Ministry's Regional Organization entry.

**Family Violence Initiatives:** Services provided for wives who are victims of **assault** and their **families** include Transition Houses, Family Resource Centres, Safe Homes, Crisis Telephone Lines, and Non-Residential Counselling Services. Transition Houses are part of the municipal hostels programs and some counselling services are also purchased through municipalities. Services are administered through area and local offices listed under the Ministry's Regional Organization entry as well as municipalities.

**Employment Initiatives:** The **Employment Opportunities Program (E.O.P.)**, a series of employment initiatives to assist long-term and potential long-term recipients of social assistance to become economically independent, include Municipal employment programs: **Employment Support Initiatives (E.S.I.)**, **Youth Employment Preparation (Y.E.P.)**, and **Municipal Job Developer (M.J.D.)**. Early Intervention programs include **Community Youth Supports (C.Y.S.)**, **Preparation for Independence (P.F.I.)**, and **FUTURES Residential Component** for age transitional youth 15-21 years. Work experience programs are **Social Service Employment Program (S.S.E.P.)** and **Summer and Part-time Student Employment Experience program**. For further information on these programs, contact the Employment Liaison Officer through the Ministry's area offices.

**Work Activity Projects** are offered under the General Welfare Assistance Act. They provide life skills and employment preparation for long-term social assistance recipients. The program exists in a limited number of Municipal Social Service Departments. Local Municipal Social Services offices can indicate whether or not the program is available in their community.

## FINANCE AND ADMINISTRATION DIVISION

### FINANCE AND ADMINISTRATION DIVISION

COMSOC 40

Hepburn Block, 6th Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-9137

Corporate financial, human resource, audit, and administrative support to the senior management groups is provided by this Division which has 3 sections reporting directly to the Assistant Deputy Minister: Employment Equity; Federal/Provincial Cost Sharing and Financial Advisory Services; Training and Development Unit.

The Division also has five branches, each headed by a Director: Financial Planning and Corporate Analysis; Capital and Administrative Services; Accounts; Human Resources; Operational Evaluation and Audit.

### EMPLOYMENT EQUITY

COMSOC 41

Hepburn Block, 7th Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-963-1976/7

The Employment Equity Manager develops and coordinates the **Affirmative Action Program** within this Ministry to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

### FEDERAL/PROVINCIAL COST SHARING AND FINANCIAL ADVISORY SERVICES SECTION

COMSOC 42

700 Bay St., 12th Flr.

Toronto M7A 1E9

416-965-2291

This unit is a corporate support group for financial and administrative management. It develops and monitors financial and administrative policies and standards, coordinates manuals development and maintenance and develops and maintains the financial manpower management system. Its aim is to improve the financial skills of non-financial staff through training seminars and provides resource staff for project teams, emergencies and new developments. The section also advises officials of this Ministry, other ministries and heads of social service agencies, etc., on: Canada Assistance Plan, Vocational Rehabilitation of Disabled Persons, Established Programs Financing and Agreement Respecting Young Offenders. The section is available to conduct special investigations into the agency network.

## TRAINING AND DEVELOPMENT UNIT

COMSOC 43

700 Bay St., 7th Flr.

Toronto M7A 1E9

416-965-6211

The section develops policy, process and strategy in training and development, coordinates implementation of training and development services and its trainers are available to work with managers and staff throughout the Province. The section has a corporate mandate, administers the Educational Leave and Assistance Policy, has information on **training** opportunities and resources, and produces short programs on request. It offers a consultative and advisory service to the Ministry, supports corporate initiatives where training and/or presentations are required, and is available to advise on the technical aspects of presentations. The section is responsible for the Annual Training and Development Report to the Civil Service Commission and the Ontario Women's Directorate.

## FINANCIAL PLANNING AND CORPORATE ANALYSIS BRANCH

COMSOC 44

Hepburn Block, 4th Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-5104

Financial Planning and Corporate Analysis Branch analyses and evaluates ministry programs, coordinates estimates preparation, and multi-year financial planning.

## CAPITAL AND ADMINISTRATIVE SERVICES BRANCH

COMSOC 45

Hepburn Block, 7th Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-5006

The branch offers technical expertise and consultative services to municipalities, Indian Band Councils and non-profit or charitable organizations that want to establish facilities for **rehabilitation**, residential, and community and social services under various Acts administered by the Ministry. Financial Section (965-9160) controls, processes and records **federal-provincial** transfer payments to municipalities, Indian Band Councils and charitable organizations for the establishment and renovation of facilities and maintains **statistics** on these facilities. The branch is responsible for the Ministry's fire safety program.

The **Ministry reading room**, operated by the Ministry library (965-2300) provides public access to all Ministry publications, statutes and regulations, and most of its manuals and internal procedures.

The branch also supplies the Ministry with administrative services, including purchasing of goods and services, supply management, printing and duplicating, mail and transportation and assets management. In liaison with the Ministry of Government Services, it coordinates common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies.

**ACCOUNTS BRANCH**

COMSOC 46

Hepburn Block, 5th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-2371

Accounts Branch performs general accounting functions including payroll and expense account services, accounts payable and financial liaison with Management Board of Cabinet, the Provincial Auditor and other government ministries and agencies.

**HUMAN RESOURCES BRANCH**

COMSOC 47

Hepburn Block, 5th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-7991

Human Resources Branch works mainly in an advisory capacity with line managers in the regional offices whose prime task is personnel matters within their regions. The branch is responsible for the establishment of ministry personnel policies and procedures, employee classification and compensation levels staff recruitment, manpower planning, training and development, management development, performance appraisal, employee counselling, investigation of employee grievances and all matters affecting working conditions and performance. Human Resources Branch coordinates the Ministry's **youth employment** program and provides liaison between the Ministry and the Human Resources Secretariat, Management Board of Cabinet and the Ontario Public Service Employees Union (OPSEU). The branch is assisted by the Capital and Administrative Services Branch which maintains a Records Registry of personnel, payroll and employee benefits records.

**OPERATIONAL EVALUATION AND AUDIT  
BRANCH**

COMSOC 48

700 Bay St., 10th Flr.  
Toronto M5G 1Z6  
416-965-5214

Operational Evaluation and Audit Branch examines both transfer payment and directly operated ministry funded programs and services, to ensure that financial and management control mechanisms are adequate and that ministry and government directions are followed.

The branch determines if funds and public property are being adequately safeguarded and provides management with relevant information. It ascertains whether legislative, central agency, and ministry directions are followed with due regard for economy and efficiency of operations, and examines the appropriateness of evaluation procedures.

## **INFORMATION SYSTEMS AND APPLIED TECHNOLOGY DIVISION**

### **INFORMATION SYSTEMS AND APPLIED TECHNOLOGY DIVISION**

**COMSOC 49**

Hepburn Block, 3rd Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-1083

The Division reports to an Assistant Deputy Minister and consists of three branches - Strategic Systems Development, Technology Support Branch and Applied Program Technology, each headed by a Director. It is responsible for putting a modern, integrated and workable technology environment in place across the Ministry, by developing Ministry-wide systems and data bases, implementing office automation, computing power and networks appropriate to the Ministry's structure. The Division also explores the development and application of technology to Ministry clients and new technological approaches to aid with program design, planning and program delivery.

### **STRATEGIC SYSTEMS DEVELOPMENT BRANCH**

**COMSOC 50**

Hepburn Block, 3rd Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-3613

The Branch is responsible for creating an integrated information systems environment across the Ministry, the development of all new Ministry systems and data bases, technical planning, support and information resource management, including records management and for developing an automation strategy for our transfer payment agencies.

### **TECHNOLOGY SUPPORT BRANCH**

**COMSOC 51**

Hepburn Block, 3rd Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-3613

The implementation of corporate systems, end-user computing, systems maintenance, client services and support, network operations, introduction of office automation hardware and software, user training, centralized production support, and the Comprehensive Income Maintenance System project fall under this Branch.

### **APPLIED PROGRAM TECHNOLOGY BRANCH**

**COMSOC 52**

Hepburn Block, 3rd Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1E9

416-965-3613

Identifying and adopting emerging technology to aid our clients and improve our program design and delivery methods, is the responsibility of this branch.

## ACTS

## ACTS

COMSOC 53

The following is a list of Acts administered by the Ministry of Community and Social Services. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Charitable Institutions Act  
R.S.O. 1980, Chapter 64

Child and Family Services Act, 1984  
S.O. 1984, Chapter 55

Child Welfare Municipal Payments Continuance Act, 1976  
S.O. 1976, Chapter 58 (not part of 1980 consolidation)

Child Welfare Validation of Adoption Orders Act, 1980  
S.O. 1980, Chapter 58 (not part of 1980 consolidation)

Day Nurseries Act  
R.S.O. 1980, Chapter 111

Developmental Services Act  
R.S.O. 1980, Chapter 118

District Welfare Administration Boards Act  
R.S.O. 1980, Chapter 122

Elderly Persons Centres Act  
R.S.O. 1980, Chapter 131

Family Benefits Act  
R.S.O. 1980, Chapter 151

General Welfare Assistance Act  
R.S.O. 1980, Chapter 188

Homemakers and Nurses Services Act  
R.S.O. 1980, Chapter 200

Homes for Retarded Persons Act  
R.S.O. 1980, Chapter 201

Homes for the Aged and Rest Homes Act  
R.S.O. 1980, Chapter 203

Indian Welfare Services Act  
R.S.O. 1980, Chapter 214

Jewish Family and Child Service of Metropolitan Toronto Act  
S.O. 1980, Chapter 105

Ministry of Community and Social Services Act  
R.S.O. 1980, Chapter 273

Soldiers' Aid Commission Act  
R.S.O. 1960, Chapter 377 (not part of 1980 consolidation)

Soldiers' Aid Commission Amendment Act, 1970  
S.O. 1970, Chapter 83 (not part of 1980 consolidation)

Vocational Rehabilitation Services Act  
R.S.O. 1980, Chapter 525

Young Offenders Implementation Act, 1984  
S.O. 1984, Chapter 19

## MINISTRY OF CONSUMER AND COMMERCIAL RELATIONS

555 Yonge St.  
Toronto M7A 2H6

The Ministry of Consumer and Commercial Relations was established on November 24, 1966, and originally called the Department of Financial and Commercial Affairs. It consisted of three divisions, Consumer Protection, Superintendent of Insurance, and the Ontario Securities Commission and was responsible for 13 acts previously assigned to the Attorney General and Ministry of Justice. In 1972, the Department underwent extensive reorganization and acquired its present name. Today, it consists of five divisions, as well as numerous boards, commissions and branches, and is responsible for 54 different acts.

The Ministry's programs, which affect business and the consumer, include: licensing, registration and inspection of business establishments to promote a high level of ethical business conduct; licensing and inspection of technical and operational situations to ensure safety; registration of documents related to all aspects of real and personal property ownership; ensuring a reasonable standard of decency in films shown in Ontario and controlling the use and availability of beverage alcohol.

### DEPUTY MINISTER'S OFFICE

LEGAL SERVICES  
555 Yonge St., 9th Flr.  
Toronto M7A 2H6  
416-963-0338

CCR 1

Legal Services counsels the Ministry on the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It also performs general legal services, such as rendering opinions, settling claims, and attending court hearings, administrative tribunals, etc.. Legal services are supplied by the Ministry of the Attorney General.

POLICY AND PLANNING BRANCH  
555 Yonge St., 9th Flr.  
Toronto M7A 2H6  
416-963-0309

CCR 2

The Policy and Planning Branch provides an advisory support function to the Minister, Deputy Minister, the Ministry Policy Committee and senior management in the areas of policy development, strategic directions, research, policy analysis and French language services. The Branch administers the Ministry food price monitoring program and publishes the quarterly report.

FRENCH LANGUAGE SERVICES  
555 Yonge St., 9th Flr.  
Toronto M7A 2H6  
416-963-0346

CCR 3

The French Language Services Coordinator coordinates and monitors the implementation of the government's policy on French language services (provision of such services to the French-speaking public of this province) within this Ministry.

## SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre et du contrôle de la politique du gouvernement en matière de services en langue française (services aux francophones de cette province).

## SUPPORT SERVICES DIVISION

## SUPPORT SERVICES DIVISION

CCR 4

10 Wellesley St. E., 6th Flr.

Toronto M7A 2J8

416-963-2559

The division coordinates the functions of its five branches to provide support services to the Ministries of Consumer and Commercial Relations (MCCR) and Financial Institutions (MFI). It also administers implementation of, and compliance with, the **Freedom of Information** and Privacy Act within the two Ministries, and functions as a liaison between the Ministry of Consumer and Commercial Relations and its agencies.

## COMMUNICATIONS SERVICES BRANCH

CCR 5

555 Yonge St.

Toronto M7A 2H6

In Toronto, call:

News and Information Section, 963-0339

Consumer Information Centre, 963-1111

TTY(Visual Ear), 963-0808

Outside Toronto, dial 1-800-268-1142

Area Code 807, call collect 416-963-1111

The branch establishes communications policy for the Ministry, advises other branches on related problems and provides communications support to the Minister and the Deputy Minister. It is comprised of the News and Information Section and the Consumer Information Centre.

The News and Information Section informs the public, client groups and the media about the Ministry's activities and develops all communications programs for the Ministry and produces and distributes publications, audio-visual materials, and news releases.

The **Consumer Information Centre** offers a bilingual information service to the general public. **Deaf** or hearing handicapped and speech handicapped persons using the Visual Ear or teletype (TTY) network service can also contact the Centre. Its **library** (963-0200) provides **consumer** and **business** resource materials, previewing of materials by mail for consumer educators, and consumer education services for professionals working in the field. The attached Ministry **reading room** allows public access to Ministry publications, statutes, manuals and internal procedures.

## FINANCE AND ADMINISTRATIVE SERVICES

CCR 6

## BRANCH

## FINANCE SECTION

10 Wellesley St. E., 4th Flr.

Toronto M7A 2J3

416-963-0261

The Finance Section provides all programs of the Ministry of Consumer and Commercial

Relations and Ministry of Financial Institutions with planning, management and accounting services such as payroll reconciliation, accounts payable, financial reporting, estimates submission, budget variance analysis and M.B.R. (Management by Results) reporting. It processes all revenue received by the Ministries and develops policies and procedures for financial forecasting, control and management performance reporting systems. The section also serves as a liaison with central agencies such as Management Board of Cabinet, Ministry of Treasury and Economics and the Ministry of Government Services' Computer and Telecommunication Services Division.

FINANCE AND ADMINISTRATIVE SERVICES  
BRANCH

CCR 7

ADMINISTRATIVE SERVICES SECTION

10 Wellesley St. E., 6th Flr.  
Toronto M7A 2H8  
416-963-0396

The Administrative Services Section coordinates purchasing, printing, duplicating, mail services, transportation, records and forms management, assets management, employees IDs, and maintenance of policy and procedures manuals (e.g., Manual of Administration) for the Ministry of Consumer and Commercial Relations and the Ministry of Financial Institutions. It liaises with the Ministry of Government Services on acquisition and design of office accommodation, parking, telephones and purchasing of commonly used supplies. The section also handles occupational health and safety issues in the Ministry.

INTERNAL AUDIT BRANCH

CCR 8

101 Bloor St. W., 3rd Flr.  
Toronto M7A 2H8  
416-963-0435

The Internal Audit Branch assists all levels of management in the Ministry of Consumer and Commercial Relations and the Ministry of Financial Institutions in achieving program objectives by: providing assurance that control processes are satisfactory; furnishing timely recommendations for improving the economy and efficiency of operational and E.D.P. (electronic data processing) activities and assessing the adequacy of established criteria to measure program effectiveness. It safeguards the physical, human and information assets of the Ministry by evaluating the adequacy of financial, operational and management controls. The branch also ascertains the extent of compliance with established Ministry and Government policies and guidelines.

PERSONNEL SERVICES BRANCH

CCR 9

10 Wellesley St. E., 7th Flr.  
Toronto M4Y 1G2  
416-963-0281

Personnel Services Branch works mainly in an advisory capacity with line managers whose primary task is personnel matters within their units. The branch has responsibility to the Ministry of Consumer and Commercial Relations and the Ministry of Financial Institutions for personnel policies and procedures; staff training and development; coordination of management development manpower planning; research into personnel-related issues and programs; coordination of the Affirmative Action Program (described separately); establishment of employee classification and compensation levels; staff recruitment; employee counselling; investigation of employee grievances and all matters

affecting working conditions and performance. It maintains the personnel, payroll, attendance and employee benefit records for the Ministries of Consumer and Commercial Relations and Financial Institutions and also serves as a liaison between them and the Human Resources Secretariat, Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU).

#### AFFIRMATIVE ACTION PROGRAM

CCR 10

10 Wellesley St. E., 7th Flr.  
Toronto M7A 2J6  
416-963-0541

The Manager, **Affirmative Action Program**, plans, develops and coordinates the program to improve the status of Ontario government female employees, with the ultimate aim of ensuring equal opportunity for women.

#### SYSTEMS SERVICES BRANCH

CCR 11

10 Wellesley St. E., 2nd Flr.  
Toronto M7A 2H6  
416-963-0533

The Systems Services Branch provides support and professional advice to Ministry management on all facets of information systems technology, including strategic and tactical planning, design of Ministry architectures for equipment and software, feasibility analysis and systems design, implementation and maintenance. It is responsible for end-user computing, microcomputer support and training, business, graphics, decision support systems and hands-on-training for users. The branch liaises with central agencies such as Management Board of Cabinet and the Ministry of Government Services' Computer and Telecommunication Services Division, as well as external bodies and private sector suppliers. For government systems development policy, see Management Board of Cabinet Secretariat, Information Technology Division.

#### BUSINESS PRACTICES DIVISION

BAILIFFS, COLLECTION AGENCIES,  
CONDOMINIUMS,  
CONSUMER REPORTING, DEBT COLLECTORS,  
DISCRIMINATORY BUSINESS PRACTICES,  
MORTGAGE BROKERS,  
PAPERBACK AND PERIODICAL DISTRIBUTORS

CCR 12

555 Yonge St., 5th Flr.  
Toronto M7A 2H6  
416-963-0366

This office administers the **Bailiffs, Collection Agencies, Condominiums, Consumer Reporting, Debt Collectors, Discriminatory Business Practices, Mortgage Brokers, and Paperback and Periodical Distributors Acts**. The Registrar ensures the protection of Ontario consumers through control and supervision of **bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), mortgage brokers and distributors of paperback books and periodicals**. While this office arranges appointments under the **Bailiffs Act**, and **Paperback and Periodical Distributors Act**, it is the Ministry's Central Registration Section which accepts the applications of businesses under the other Acts (Central File: 963-0444). Consumer complaints relating to all these

Acts are handled by the Consumer Services Bureau (see list under this Ministry's Consumer Advisory Services Branch entry).

## CONSUMER ADVISORY SERVICES BRANCH

CCR 13

555 Yonge St., 8th Flr.

Toronto M7A 2H6

416-963-0331

Consumer Services Bureau 416-963-0321

The Consumer Advisory Services Branch provides advice and mediation of consumer complaints under eleven Acts dealing with **consumer** protection laws. It has officers who can speak to consumer and business groups on consumer protection matters.

The **Central Registration Section** (963-0444) maintains a central file of registered **businesses** or persons under the following Acts: **Consumer Protection** (registration and bonding of itinerant sellers), **Consumer Reporting** (credit reporting and personal investigation agencies), **Collection Agencies**, **Motor Vehicle Dealers**, **Real Estate and Business Brokers**, **Mortgage Brokers**, **Travel Industry**.

The section also answers inquiries as to whether a business is registered under these Acts. For central file of registrants, new applications, renewals and revisions, call 963-0444.

The branch operates **Consumer Services Bureaux** across Ontario to answer consumer inquiries and attempt to mediate **complaints** arising from the purchase of goods or services (e.g., consumer rights regarding **contracts**), borrowing money, and deceptive or unfair business practices. Eight bureaux handle complaints under these Acts: **Bailiffs** (private bailiffs); **Business Practices** (which specifies some practices considered to be deceptive, unfair or unconscionable, and provides the consumer with redress procedure); **Collection Agencies**; **Consumer Protection** (e.g., finance charges on credit purchases and **loans**); **Consumer Reporting** (credit reporting and personal investigation agencies); **Discriminatory Business Practices Act** (e.g., **discrimination** in the business community on the basis of race, creed, colour, nationality, ancestry, place of origin, sex or geographical location by persons who engage in business); **Mortgage Brokers**; **Motor Vehicle Dealers**, (e.g., relating to the purchase of **Motor Vehicles**), **Paperback and Periodical Distributors** (wholesalers of paperback books and **periodicals**); **Real Estate and Business Brokers**; **Travel Industry** (travel agents and wholesalers). The bureaux across the Province are as follows:

119 King St. W., 5th Flr.

P. O. Box 2112

**Hamilton L8N 3Z9**

416-521-7554

80 Dundas St.

Box 5600, Terminal 'A'

**London N6A 2P3**

519-679-7150

10 Rideau St., 2nd Flr

**Ottawa K1N 8X5**

613-566-3878

139 George St. N.

**Peterborough K9J 3G6**

705-743-8728

199 Larch St., 5th Flr.

**Sudbury P3E 5P9**

705-675-4378

435 James St. S.

P. O. Box 5000

**Thunder Bay P7C 5G6**

807-475-1641

555 Yonge St., 8th Flr.  
 Toronto M7A 2H6  
 416-963-0321

250 Windsor Ave., 6th Flr.  
 Windsor N9A 6V9  
 519-254-6413

#### INVESTIGATION AND ENFORCEMENT BRANCH

CCR 14

555 Yonge St., 5th Flr.  
 Toronto M7A 2H6  
 416-963-0302

The Investigation and Enforcement Branch assists in the administration of various registration acts: (Consumer Protection Act, Consumer Reporting Act, Collection Agencies Act, Motor Vehicle Dealers Act, Real Estate and Business Brokers Act, Mortgage Brokers Act, Travel Industry Act, Paperback and Periodical Distributors Act) by conducting inspections and investigations. It also investigates under the **Business Practices Act**, a non-registration statute. Complaints from the public are normally answered by the Consumer Services Bureaux (listed under this Ministry's Consumer Advisory Services Branch entry).

#### MOTOR VEHICLE DEALERS ACT

CCR 15

555 Yonge St., 5th Flr.  
 Toronto M7A 2H6  
 416-963-0411

The Registrar's office administers the Motor Vehicle Dealers Act for the control and supervision of dealers and salespersons of new and used **motor vehicles**. The Ministry's Central Registration Section performs the **registration** function for dealers and salespersons and maintains a central file. (For registrants, new applications, renewals and revisions, call 963-0444.) Complaints concerning the purchase and sale of motor vehicles are handled by the Consumer Services Bureaux (listed under this Ministry's Consumer Advisory Services Branch entry).

#### PETROLEUM FRANCHISING GUIDELINES

CCR 16

555 Yonge St., 5th Flr.  
 Toronto M7A 2H6  
 416-963-0356

Petroleum Franchising Guidelines are administered by the Executive Director's Office, Business Practices Division. The guidelines serve as a voluntary agreement between the Ministry and the major oil companies concerning leasing arrangements of **gasoline** service stations. Guidelines relate to station operators only, not consumers.

#### REAL ESTATE AND BUSINESS BROKERS

CCR 17

555 Yonge St., 5th Flr.  
 Toronto M7A 2H6  
 416-963-0406

The **Real Estate and Business Brokers Act** ensures protection of Ontario consumers through **registration** of **real estate** and business **brokers** and salespersons. The Registrar is the Law Administrator for this Act, and performs the registration function. Registration records are maintained by the Ministry's Central Registration Section (registrants, new applications, renewals and revisions, call 963-0444). Before foreign land can be sold in Ontario, sellers must provide prospective buyers with an accurate description of the **real property** and terms of sale. The description is checked for accuracy by inspectors. Com-

plaints regarding real estate and business brokers are handled by the Consumer Services Bureaux (listed under this Ministry's Consumer Advisory Services Branch entry).

The **Condominium Act** governs condominium ownership and is particularly responsive to consumer needs. It is a self-administering Act and problems that cannot be resolved through persuasion must be resolved by the courts. The administrator of the Condominium Act may answer queries regarding the Act but may not act as a lawyer, judge or prosecutor. Inquiries should be directed to 963-0302.

## TRAVEL INDUSTRY ACT

CCR 18

555 Yonge St., 5th Flr.  
Toronto M7A 2H6  
416-963-0418

To protect the financial interests of Ontario travellers, and ensure ethical conduct and good **travel** service, the Travel Industry Act requires the **registration** of travel agents and wholesalers. The Ministry's Central Registration Section performs the registration function and maintains a central file (registrants, new applications, renewals and revisions, call 963-0444). Consumer complaints are handled by the Consumer Services Bureaux (see list under this Ministry's Consumer Advisory Services Branch entry).

## CEMETERIES BRANCH

CCR 19

101 Bloor St. W., 6th Flr.  
Toronto M5S 2Z5  
416-963-0511

Under the Executive Director, the Cemeteries Branch administers the **Cemeteries Act** which regulates operation of all **cemeteries, crematoria, mausolea, columbaria** and burial grounds. The branch also answers inquiries and investigates **consumer complaints** about cemeteries and **burials**, and advises cemetery owners. No special legislation exists for monument dealers. Contact Queen's Park or regional offices listed below.

119 King St. W.  
**Hamilton L8N 3Z9**  
416-521-7557  
(Brant, Haldimand-Norfolk,  
Hamilton-Wentworth, Niagara,  
Oxford, York, Metropolitan  
Toronto)

275 Ontario St., Ste. 100  
**Kingston K7K 2X5**  
613-545-4465  
(Frontenac, Haliburton,  
Hastings, Lennox and Addington,  
Northumberland, Peterborough,  
Prince Edward, Victoria, Parry  
Sound, Durham, Muskoka)

80 Dundas St.  
P. O. Box 5600  
Postal Terminal 'A'  
**London N6A 2P3**  
519-679-7150  
(Elgin, Essex, Huron, Kent,  
Lambton, Middlesex, Perth,  
Thunder Bay, Cochrane,  
Kenora, Rainy River, Algoma,  
Timiskaming)

10 Rideau St., 2nd. Flr.  
**Ottawa K1N 9J1**  
 613-566-3878  
 (Lanark, Leeds and Grenville,  
 Nipissing, Ottawa-Carleton,  
 Prescott and Russell, Renfrew,  
 Stormont, Dundas and Glengarry,  
 Sudbury District, Regional  
 Municipality of Sudbury,  
 Manitoulin)

101 Bloor St. W., 6th Flr.  
**Toronto M5S 2Z5**  
 416-963-0511  
 (Bruce, Dufferin, Grey, Halton,  
 Peel, Waterloo, Wellington,  
 Simcoe)

## TECHNICAL STANDARDS DIVISION

### TECHNICAL STANDARDS DIVISION

CCR 20

3300 Bloor St. W., 4th Flr.  
 Etobicoke M8X 2X4  
 416-239-2714

The Technical Standards Division is responsible for setting design **standards** for equipment and machinery which may affect public **safety**, and for carrying out inspections to ensure that safety standards are met. Programs of this division are described below. The Technical Standards **library** (239-2714) operates a **Ministry reading room** which provides access to some of the Ministry's publications, statutes, regulations, manuals and internal procedures.

### ELEVATING DEVICES BRANCH

CCR 21

Shipp Centre - West Tower  
 3300 Bloor St. W., 3rd Flr.  
 Etobicoke M8X 2X4  
 416-239-7361

The Elevating Devices Branch administers the **Elevating Devices Act** (which includes elevators, **escalators**, **dumbwaiters**, **moving walks**, **platform lifts**, **ski lifts**, lifts for the **disabled** and **construction hoists**) and the **Amusement Devices Act** (which includes **go-karts**, amusement rides and **water slides**). Elevating and amusement devices must be **licenced** (licensing for amusement rides and water slides will not be in effect until 1987). Both Acts provide that the operation of non-conforming or unsafe devices be suspended. Inspection is a requirement in both Acts and all devices are inspected before initial licensing to ensure compliance with adopted **safety** standards. In the case of elevating devices, **contractors** installing, maintaining and repairing these devices must be **registered** with the Branch and their actions are monitored. For amusement devices, controllers (persons in charge of operations) must be licenced and are subsequently monitored.

The branch initiates and issues safety rulings, maintains a data bank of technical and statistical information, and participates in the development of safety codes through the **Canadian Standards Association** and international standards-making organizations. Field inspection operations are managed from the main Toronto office. Inspectors are located at head office and various district field offices throughout the province, as listed below. The engineering and field management staff combine expertise to investigate **accidents**, incidents and **consumer complaints** and undertake complex technical investigations to resolve problems.

**Etobicoke (Head Office)**

416-239-7361

**Hamilton**

416-521-7558

**Kingston**

613-389-7443

**Kitchener**

519-749-1613

**London**

519-679-7150

**Ottawa**

613-566-3806

**Sudbury**

705-675-4381

**Thunder Bay**

807-475-1641

**Windsor**

519-254-3739

**FUELS SAFETY BRANCH**

CCR 22

3300 Bloor St. W., 4th Flr.

Etobicoke M8X 2X4

416-239-2948

The Fuels Safety Branch, which administers the **Ontario Energy Act** and the **Gasoline Handling Act**, strives to prevent loss of life, bodily injury and property damage by controlling potential safety hazards in the transportation, transmission, distribution, storage and utilization of **fuels** such as **natural gas, oil, propane, and gasoline**. The branch issues **licences** to gasoline service stations, propane facilities and companies which distribute natural gas and oil; **registers contracting** companies which do work covered under the Energy Act or the Gasoline Handling Act; issues **certificates** to natural gas and propane fitters and handlers and oil-burner mechanics and audits all of these operations on a spot-check basis.

**Etobicoke**

416-239-2948

**Hamilton**

416-521-7559

**Kingston**

613-389-2830

**London**

519-679-7150

**Thunder Bay**

807-475-1641

**PRESSURE VESSELS SAFETY BRANCH**

CCR 23

3300 Bloor St. W., 3rd Flr.

Etobicoke M8X 2X4

416-239-7796

The branch strives to minimize the loss of life and property arising from the operation of **boilers** and pressure vessels. Under the **Boilers and Pressure Vessels Act** and the **Operating Engineers Act**, the branch ensures **safety** by reviewing boiler and pressure vessel designs and **welding** procedures, and performing inspections during fabrication and installation, and periodically thereafter if the vessel is uninsured. It inspects major repairs to all boilers and pressure vessels; qualifies and issues **licences** to **welders**; **registers** and classifies **steam, refrigeration and compression** plants; issues licences to their operators and **operating engineers** and investigates related **accidents**. For the purpose of administering the inspection and welder testing segments of the program, the province is divided into four regions. Each region is controlled by a regional manager, with a staff of field inspectors.

119 King St. W., 5th Flr.  
**Hamilton L8N 3Z9**  
416-521-7560  
(Southwest Ontario)

3300 Bloor St. W.  
**Etobicoke M8X 2X4**  
416-239-7796  
(East Toronto, West Toronto,  
East and North Ontario)

30 Duke St. W., 4th Flr.  
**Kitchener N2H 3W5**  
519-749-1816  
(West Ontario)

## UPHOLSTERED AND STUFFED ARTICLES BRANCH

CCR 24

3300 Bloor St. W., 3rd Flr.  
**Etobicoke M8X 2X4**  
416-239-4853

The branch administers the **Upholstered and Stuffed Articles Act** and ensures **safety** by **registering** renovators and manufacturers and inspecting premises of registrants and retailers of **upholstered and stuffed articles**. It also investigates **consumer complaints** about stuffed furniture, mattresses, pillows, clothing materials, toys, etc., and tests filling materials for compliance with the regulations. Field offices listed below carry out the same inspection and complaint investigation functions as the head office, and pick up samples of filling materials for submission to head office for testing. There are two branch field offices:

80 Dundas St., Main Flr.  
P. O. Box 5600, Terminal 'A'  
**London N6A 2P3**  
519-679-7150  
(Western)

Mr. C.C. Buxton  
R. R. 3  
**Picton K0K 2T0**  
613-476-6245  
(Eastern)

## PUBLIC ENTERTAINMENT STANDARDS PROGRAM

### ATHLETICS COMMISSIONER

CCR 25

555 Yonge St., 3rd Flr.  
**Toronto M7A 2H6**  
416-963-0844

The Athletics Commissioner administers the **Athletics Control Act** and is responsible for the proper conduct of all professional combative **sports** in Ontario. The Commissioner maintains liaison with **community centres** and **arenas**, and issues **licences** to professional **boxers**, **kickboxers** and **wrestlers** and all officials involved in these sports.

### LOTTERIES BRANCH

CCR 26

10 Wellesley St. E., 6th Flr.  
**Toronto M7A 2H8**  
416-963-0272

The Lotteries Branch supervises, controls and issues **licences** to all **lottery**, **bingo**, **raffle**, and **games of chance** operators in Ontario covered under the **Criminal Code of Canada**. Copies of the regulations are available from the branch on request. The branch does not

have jurisdiction over the activities of the Ontario Lottery Corporation (see entry under Ministry of Tourism and Recreation).

#### ONTARIO RACING COMMISSION

CCR 27

10 Wellesley St. E., 3rd Flr.  
Toronto M7A 2K1  
416-963-0520

The **Ontario Racing Commission (ORC)** administers the Racing Commission Act, which involves supervision and control of **horse racing** in Ontario. The ORC **licences** all race-track operators and racing participants. Licences may be obtained by contacting the ORC office at any operating Ontario racetrack. The commission holds **public hearings** on appeals to review rulings issued by Commission Judges and Stewards officiating at the races. It also administers the **Race Tracks Tax Sharing Arrangement**, a program that returns approximately 20 million dollars to the racing industry in the form of purse supplements; breeding incentive programs (the **Ontario Sires Stakes**); quine **research grants**; and the **Race Track Assistance Program**. The ORC can provide the dates on which tracks are operating, offer information on licensing requirements and deal with any inquiries on horse racing.

#### THEATRES BRANCH

CCR 28

1075 Millwood Rd.  
Toronto M4G 1X6  
416-421-2462

The Theatres Branch which administers the amended Theatres Act, is responsible for the **safety** of film theatre-goers in Ontario; the approval for public exhibition and distribution of all 35mm, 16mm, and 8mm film and **videotape**; and the approval of all printed **advertising** related to the public exhibition of film.

To achieve these ends, the branch issues **licences** to standard **theatres** in the province and monitors them through regular inspection; tests and licences **projectionists**; licences **film** distributors, film **exchanges**, **video retailers** and distributors, and projection equipment (including videotape machines) that are operated for public exhibition.

The branch also administers the **Ontario Film Review Board**. Present criteria for approval and classification of films and videos are based on guidelines proscribed in law by way of regulation ( **Amended Theatres Act**, 1984).

Information packages, including branch history and Ontario Film Review Board procedures and guidelines, are available from this Ministry's Consumer Information Centre, 555 Yonge St., Main Floor, Toronto (963-1111). The monthly screening report on films and the monthly report on eliminations requested in films and videos are on file at the Consumer Information Centre.

#### REGISTRATION DIVISION

##### REGISTRATION DIVISION

CCR 29

543 Yonge St., 3rd Flr.  
Toronto M7A 2J8  
416-963-0430

This Division provides for the registration of interests in real property and personal property and is responsible for the operation of all Land Registry Offices in the province. It

administers the Marriage Act and the collection and custody of records under the Vital Statistics Act. Through its Companies Branch, it provides for the incorporation, dissolution and revival of companies, and registration of partnerships and proprietorships.

COMPANIES BRANCH  
EXAMINATION AND NOTICE SECTION  
555 Yonge St.  
Toronto M7A 2H6

CCR 30

The Examination and Notice Section, Corporation Notices (963-0543) examines bylaws, notices of change and special resolution of **corporations**, and provides information on corporation reporting and filing requirements. The section cancels charters (letters patent, certificates of **incorporation**) and extra-provincial **licences**. It also deals with default notices regarding notices of change and revival of corporations.

The Examination and Notice Section, Names and Articles Control (963-0547) deals with the clearance and reservation of corporate **names** for proposed new **non-profit corporations** and corporations applying for an extra-provincial licence. It also processes proposed changes of names by existing non-profit corporations and foreign corporations seeking extra-provincial licences.

The Examination and Notice Section, Examiners (963-0380) examines and processes articles of incorporation, articles of amendment, etc., of business corporations, applications for incorporation of non-profit corporations (e.g., **churches**, community groups, etc.) and issues letters patent (charters) with respect to them. The section processes applications from foreign corporations for extra-provincial licences.

COMPANIES BRANCH  
RECORDS SECTION  
555 Yonge St.  
Toronto M7A 2H6

CCR 31

416-963-0389 (search by letter, certificates of status)  
416-963-0552 (search in person)  
416-963-0510 (business and partnership registration)

The Records Section deals with searches of **corporations**, certificates of corporation status (963-0389) and **registration** of corporation **securities** such as corporate **mortgages**, **bonds**, **debentures** (963-0390). It can provide copies of documents (e.g., articles of **incorporation**, annual returns and notices) of corporations in Ontario. It also handles **business** registration of general **partnerships**, limited partnerships and sole **proprietorships** (963-0510) and registers corporations that carry on business in Ontario under **name** or style other than the corporate name. The section registers dissolution or withdrawal of these businesses and conducts public searches of documents relating to all the above business enterprises. It can provide copies of registrations and issue certificates of registration or non-registration for a name.

PERSONAL PROPERTY REGISTRATION BRANCH  
Main Administration Offices  
543 Yonge St., 4th Flr.  
Toronto M7A 2J5  
416-963-0451

CCR 32

The branch manages the **Personal Property Security Registration System (PPSR)** and

administers the **Personal Property Security Act (PPSA)** and the **Bills of Sale Act**. The PPSR System provides a **registration** function whereby a seller of personal property (e.g., a **motor vehicle** or a lender of money, can secure the purchase price, or the **loan** (as detailed in a **security agreement**), by registering a **financing statement**. Financing statements are available free of charge at any one of the 49 branch offices of the system, see CCR, Real Property Registration Branch. The document creating the security interest is a security agreement, which can be a **chattel mortgage**, **conditional sale contract**, or an **assignment of book debts**. The PPSR System provides an inquiry service so that people can determine, when buying **personal property** or accepting it for security as collateral for a loan, whether there is a security interest (**lien**) on the property, i.e., whether the owner has previously pledged the property as security. A registration can be submitted by mail to the Central Registration Branch or in person to any one of the PPSR branch offices listed under this Ministry's Real Property Registration Branch entry.

The branch also **publishes** several guides (Registration Guide, Debtor Name Enquiry Guide, Motor Vehicle Enquiry Guide, Deposit Account Guide) for the general public. Mailing addresses for the branch are as follows:

**Mailed-in Registrations:**

Central Registration Branch  
Box 21100, Postal Station 'A'  
Toronto M5W 1W6

**Mailed-in Inquiries:**

Personal Property Registration Branch  
Box 4120, Postal Station 'A'  
Toronto M5W 1T2

**PROPERTY LAW SECTION**

CCR 33

543 Yonge St.  
Toronto M7A 2J8  
416-963-0423

The Property Law Section provides legal support to the Personal Property Registration Branch, the Real Property Registration Branch and the Office of the Registrar General. Through the Legal Audit Section, it reviews land registry office procedures and practices. It responds to enquiries concerning the interpretation of the **Bills of Sale Act**, the **Boundaries Act**, the **Certification of Titles Act**, the **Change of Name Act**, the **Condominium Act**, the **Land Registration Reform Act**, 1984, the **Land Titles Act**, the **Marriage Act**, the **Personal Property Security Act**, the **Registry Act** and the **Vital Statistics Act**.

**REAL PROPERTY REGISTRATION BRANCH**

CCR 34

543 Yonge St., 2nd Flr.  
Toronto M7A 2J8  
416-963-0462

The Real Property Registration Branch is responsible for the management and operation of the 65 **Land Registry Offices** throughout Ontario. The offices register, store and preserve documents, **deeds**, **mortgages** and plans of survey **registration** relating to the ownership and encumbrance of real property under both the Land Titles system and the Regis-

try system. All registered and deposited records are available to the public (for a fee) to search **title** or obtain information relating to the ownership of **real property**.

The branch monitors the quality of plans of survey through its **Surveys, Mapping and Title Examination Office** by both direct pre-registration examination and post-registration audit and review. The office examines applications for first registration, **condominium** plans, **Boundaries Act** plans and applications under the Certification of Titles Act.

The branch is responsible for the implementation of system improvements referred to as **POLARIS** (Province of Ontario Land Registration and Information System). Long term improvements include the automation of the land records index and property title information and the production of computer-generated property **maps**.

Forty-eight of the 65 Land Registry Offices provide registration and enquiry services related to the **Personal Property Security Registration (PPSR)** system. **Liens** against personal property (boats, cars) may be registered or prospective buyers may determine whether personal property is free of encumbrances. Ten of the Land Registry Offices provide local incorporation services under the Business Corporations Act. The following is a list of the 65 Land Registry Offices indicating the services provided: Registry (REG), **Land Titles (LT)**, **Personal Property Security Registration (PPSR)**, and Company incorporation (CO).

#### REGISTRY OFFICES:

*REG*  
P. O. Box 668  
63 Kenyon St. W.  
**Alexandria K0C 1A0**  
613-525-1315  
(Glengarry)

*REG*  
125 Brougham St.  
P. O. Box 1180  
**Almonte K0A 1A0**  
613-256-1577  
(Lanark North)

*REG*  
248 George St.  
P. O. Box 389  
**Arthur N0G 1A0**  
519-848-2300  
(Wellington North)

*REG, LT, PPSR, CO*  
Court House  
114 Worsley St.  
**Barrie L4M 1M1**  
705-728-1221 Ext. 60  
(Simcoe)

*REG, LT, PPSR*  
280 Pinnacle St.  
P. O. Box 1540  
**Belleville K8N 5J2**  
613-968-4597  
(Hastings)

*REG, LT*  
108 Liberty St. N.  
P. O. Box 178  
**Bowmanville L1C 3K9**  
416-623-5386  
(Newcastle)

*REG, LT, PPSR*  
15 Dominion St.  
P. O. Box 720  
**Bracebridge P0B 1C0**  
705-645-4415  
(Muskoka)

*REG, LT, PPSR*  
7765 Hurontario St.  
P. O. Box 1200  
**Brampton L6V 2L8**  
416-457-5350  
(Peel)

*REG, PPSR*  
Court House  
80 Wellington St.  
**Brantford N3T 2L9**  
519-752-8321  
(Brant)

*REG, PPSR*  
7 King St. W.  
**Brockville K6V 3P7**  
613-345-5751  
(Leeds)

*REG*  
99 Main St., 2nd Flr.  
**Cambridge N1R 1W1**  
519-653-5778  
(Waterloo South)

*REG, PPSR*  
P. O. Box 310  
Echo St.  
**Cayuga N0A 1E0**  
416-772-3531  
(Haldimand)

*REG, PPSR*  
40 William St. N.  
**Chatham N7M 5L8**  
519-352-5520  
(Kent)

*REG, PPSR*  
P. O. Box 668  
Highway 2  
**Cobourg K9A 4R5**  
416-372-3813  
(Northumberland West)

*REG, LT, PPSR*  
Court House  
149 4th Ave.  
P. O. Box 580  
**Cochrane P0L 1C0**  
705-272-5791  
(Cochrane)

*REG*  
P. O. Box 339  
King St.  
**Colborne K0K 1S0**  
416-355-2338  
(Northumberland East)

*REG, PPSR*  
P. O. Box 1268  
127 Sydney St.  
**Cornwall K6H 5V3**  
613-932-4522  
(Stormont)

*REG*  
192 Lambton St. E.  
P. O. Box 10  
**Durham N0G 1R0**  
519-369-2011  
(Grey South)

*REG, LT, PPSR*  
353 Church St.  
P. O. Box 398  
**Fort Frances P9A 3M7**  
807-274-5451  
(Rainy River)

*REG, LT*  
178 McKellar St.  
P. O. Box 9  
**Glencoe N0L 1M0**  
519-287-2234  
(Middlesex West)

*REG, PPSR*  
38 North St.  
P. O. Box 216  
**Goderich N7A 3Z2**  
519-524-9562  
(Huron)

*REG, LT, PPSR*  
Phipps St.  
P. O. Box 265  
**Gore Bay P0P 1H0**  
705-282-2442  
(Manitoulin)

*REG, PPSR*  
P. O. Box 905  
21 Douglas St.  
**Guelph N1H 6M6**  
519-822-0251  
(Wellington South)

*REG, LT, PPSR*  
375 Main St.  
P. O. Box 159  
**Haileybury P0J 1K0**  
705-672-3332  
(Timiskaming)

*REG, LT, PPSR, CO*  
Ontario Government Bldg.  
119 King St. W.  
P. O. Box 2112  
**Hamilton L8N 3Z9**  
416-521-7561  
(Wentworth)

*REG, LT, PPSR*  
220 Main St. S.  
P. O. Box 1350  
**Kenora P9N 3X7**  
807-468-3138  
(Kenora)

*REG, PPSR, CO*  
Court St.  
**Kingston K7L 2N4**  
613-548-6767  
(Frontenac)

*REG, PPSR, CO*  
200 Frederick St., 3rd Flr.  
**Kitchener N2H 6N9**  
519-576-1330  
(Waterloo North)

*REG, PPSR*  
Provincial Court Bldg.  
440 Kent St. W.  
Box 4000  
**Lindsay K9V 4S5**  
705-324-4912  
(Victoria)

*REG, LT, PPSR, CO*  
80 Dundas St.  
P. O. Box 5600  
**London N6A 2P3**  
519-679-7180  
(Middlesex East)

*REG, LT, PPSR*  
Queen & Court Sts.  
P. O. Box 302  
**L'Orignal K0B 1K0**  
613-675-4648  
(Prescott)

*REG, LT, PPSR*  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7287/8  
(Halton)

*REG*  
Newcastle St.  
P. O. Box 270  
**Minden K0M 2K0**  
705-286-1391  
(Haliburton)

*REG*  
5th St.  
**Morrisburg K0C 1X0**  
613-543-2583  
(Dundas)

*REG, PPSR*  
87 Thomas St.  
P. O. Box 307  
**Napanee K7R 3M4**  
613-354-3751  
(Lennox)

*REG, LT*  
50 Eagle St. W.  
**Newmarket L3Y 6B1**  
416-895-1561  
(York Region)

*REG, LT, PPSR*  
176 Main St. W., 2nd Flr.  
**North Bay P1B 2T5**  
705-474-2270  
(Nipissing)

*REG, PPSR*  
75 First St.  
**Orangeville L9W 2E7**  
519-941-1481  
(Dufferin)

*LT*  
Court House  
161 Elgin St.  
**Ottawa K2P 2K1**  
613-239-1230  
(Ottawa-Carleton)

*REG, PPSR, CO*  
Court House  
161 Elgin St.  
**Ottawa K2P 2K1**  
613-239-1319  
(Ottawa-Carleton)

*REG, PPSR*  
Court House  
595 9th Ave. E.  
**Owen Sound N4K 3E3**  
519-376-1637  
(Grey North)

*REG, LT, PPSR*  
28 Miller St.  
P. O. Box 276  
**Parry Sound P2A 1T1**  
705-746-5816  
(Parry Sound)

*REG, PPSR*  
400 Pembroke St. E.  
P. O. Box 760  
**Pembroke K8A 6X1**  
613-732-8331  
(Renfrew)

*REG, PPSR*  
10 Sunset Blvd.  
P. O. Box 278  
**Perth K7H 3E4**  
613-267-1144  
(Lanark South)

*REG, LT, PPSR, CO*  
Court House  
470 Water St. N.  
**Peterborough K9H 3M3**  
705-745-0583 Ext. 44  
(Peterborough)

*REG, PPSR*  
1 Pitt St.  
P. O. Box 1310  
**Picton K0K 2T0**  
613-476-3219  
(Prince Edward)

*REG, LT*  
17 Mill St. N.  
P. O. Box 122  
**Port Hope L1A 3W3**  
416-885-5616  
(Port Hope)

*REG*  
499 Centre St.  
P. O. Box 1660  
**Prescott K0E 1T0**  
613-925-3177  
(Grenville)

*REG, LT*  
469 Concession St.  
P. O. Box 10  
**Russell K0A 3B0**  
613-445-2138  
(Russell)

*REG, PPSR*  
Court House  
700 N. Christina St.  
P. O. Box 3021  
**Sarnia N7T 7N5**  
519-337-3265 Ext. 40  
(Lambton)

*REG, LT, PPSR, CO*  
P. O. Box 550  
420 Queen St. E.  
**Sault Ste. Marie P6A 5M8**  
705-253-8887  
(Algoma)

*REG, LT, PPSR*  
Court House  
Hwy. 3 W.  
**Simcoe N3Y 4K8**  
519-426-2216  
(Haldimand-Norfolk)

*REG, LT, PPSR*  
59 Church St.  
P. O. Box 126  
**St. Catharines L2R 6R4**  
416-684-6351  
(Niagara North)

*REG, PPSR*  
York St. W.  
P. O. Box 902  
**Stratford N5A 6T1**  
519-271-3343  
(Perth)

*REG, LT, PPSR*  
P. O. Box 4  
Wellington St.  
**St. Thomas N5P 3T5**  
519-631-3015  
(Elgin)

*LT*  
P. O. Box 4  
Wellington St.  
**St. Thomas N5P 3T5**  
519-631-3015  
(Kent (Lake Erie))

*REG, PPSR, LT, CO*  
199 Larch St., 3rd Flr.  
**Sudbury P3E 5P9**  
705-675-4300  
(Sudbury)

*REG, LT, PPSR, CO*  
29 Royston Court  
Postal Station 'P'  
**Thunder Bay P7A 4Y7**  
807-475-1235  
(Thunder Bay)

*REG*  
Box 99  
595 Bay St., 2nd Flr.  
**Toronto M5G 2C2**  
416-965-7553  
(Toronto City)

*REG*  
Box 108  
595 Bay St., Ste. 321  
**Toronto M5G 2C2**  
416-965-7588  
(Toronto Boroughs)

*LT*  
Box 117  
595 Bay St., 4th Flr.  
**Toronto M5G 2C2**  
416-965-5248  
(Metropolitan Toronto)

*PPSR*  
543 Yonge St., 2nd Flr.  
**Toronto M7A 2J8**  
416-963-0460  
(Toronto)

*REG, LT, PPSR*  
203 Cayley St.  
P. O. Box 1690  
**Walkerton N0G 2V0**  
519-881-2251  
(Bruce)

*REG, LT, PPSR*  
200 Division St.  
P. O. Box 730  
**Welland L3B 3G1**  
416-735-4011/13  
(Niagara South)

*REG, LT, PPSR*  
400 Centre St. S.  
**Whitby L1N 4W2**  
416-668-6811  
(Durham)

*REG, LT, PPSR, CO*  
250 Windsor Ave., 3rd Flr.  
**Windsor N9A 6V9**  
519-254-6363  
(Essex)

*REG, LT, PPSR*  
75 Graham St.  
P. O. Box 246  
**Woodstock N4S 7W8**  
519-537-6286/7  
(Oxford)

**REGISTRAR GENERAL BRANCH**  
Macdonald Block, 2nd Flr.  
Queen's Park M7A 1Y5  
416-965-1687  
807-623-4835 (Thunder Bay)  
Toll-free: 1-800-268-7543

CCR 35

The Registrar General Branch registers and records Ontario **births, deaths, marriages**, still-births and parentage. Effective April 1, 1987, it will assume responsibility for processing and registering **name changes**. The Branch also keeps **adoption and divorce records**. **Statistics** relating to births, still-births, marriages, divorces and deaths are compiled annually. Wallet size, paper and certified photocopies of birth, marriage and death certificates are provided to entitled applicants on payment of appropriate fees (\$5.00 - \$15.00). Under the Marriage Act, certificates of **registration** are issued to persons authorized to perform marriages in Ontario (contact **Marriage Office**, 965-2026).

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's Communications Services Branch (963-0339).

**COMMERCIAL REGISTRATION APPEAL  
TRIBUNAL**  
1 St. Clair Ave. W.  
Toronto M4V 1K6  
416-965-7798

CCR 36

The Tribunal holds public hearings on appeals to review administrative decisions denying, refusing to renew, suspending or revoking **registration** of individuals and **corporations**. It also hears appeals to review government-originated cease and desist orders respecting **advertising**, selling and unfair **business practices** by **real estate** and **business brokers** and salespersons, **mortgage brokers**, **motor vehicle** dealers and salespersons, **bailiffs**, consumer **credit** reporting agencies, **collection agencies**, **itinerant sellers**, manufacturers and renovators of **upholstered and stuffed articles**, distributors of paper-back **books** and **periodicals**, **travel agents** and wholesalers. The Tribunal handles appeals under the **Discriminatory Business Practices Act**. In addition, it hears claimant and registrant appeals from decisions and proposals of the Corporation administering the **Ontario**

**New Home Warranties Plan Act**, appeals of **credit unions** from orders taking over management of the **Ontario Share and Deposit Insurance Corporation**, and claimant appeals from trustees' decisions under the **Travel Industry Act**.

The Tribunal holds public hearings on appeals from persons aggrieved by Liquor Licence Board decisions to: refuse to issue, suspend, attach terms to, or revoke a **licence** or **permit**; refuse to renew or approve a transfer of a licence; suspend, revoke or refuse to renew a manufacturer's licence; temporarily suspend a licence or permit in the public interest; refuse to register an agent or representative; issue an interdiction order; issue a cease and desist order with respect to an advertisement or public notice.

#### LIQUOR CONTROL BOARD OF ONTARIO

CCR 37

55 Lakeshore Blvd. E.  
Toronto M5E 1A4  
416-963-1227

Through over 600 retail stores across Ontario, the Liquor Control Board of Ontario (LCBO) distributes and sells spirits, **wine** and beer to consumers and licensed establishments. The LCBO also places private orders for brands not normally carried in its stores, offers free product advice to customers through experienced wine consultants, and provides a wide selection of fine wines and spirits in its Vintage stores and 'Vintages Sections' of regular **liquor** stores. For travellers leaving the country, the LCBO operates two duty-free stores at Pearson International Airport. The LCBO also authorizes the sale of Ontario beer through the **Brewers' Retail stores** and Ontario wine through Ontario winery stores. For more information about LCBO operations call 963-1227 or 963-1221.

#### LIQUOR LICENCE BOARD OF ONTARIO

CCR 38

55 Lakeshore Blvd. E.  
Toronto M5E 1A4  
416-965-4664

Under the Liquor Licence Act, the Liquor Licence Board of Ontario (LLBO) issues, renews, transfers, suspends and revokes **liquor licences** (including Special Occasion Permits) for on-premise sale and consumption of **alcoholic** beverages. The Board also regulates alcoholic beverage **advertising** and inspects all licensed establishments in Ontario. **Ontario Photo Cards** are available on a voluntary basis to Ontario residents over 19. Application forms may be obtained from liquor stores and **Brewers' Retail** outlets. For information on obtaining a liquor licence, call 965-4691; Ontario Photo Cards, 965-4964; Special Occasion Permits, 965-4675; transfers, 965-3539; advertising, 965-3450; inspections, 965-4666.

#### ONTARIO NEW HOME WARRANTY PROGRAM

CCR 39

600 Eglinton Ave. E.  
Toronto M4P 1P3  
416-488-6000

The Program administers the **Ontario New Home Warranties Plan Act** which came into effect December 31, 1976. This Act requires the **registration** of all **builders** of new homes, including **condominiums** and **mobile homes** placed on permanent foundations for year-round occupancy. The Ontario New Home Warranty Program (NHWP), is a self-financing non-profit corporation which provides a warranty that new and previously unoccupied **houses** are free from defects in workmanship and material for one year. Purchasers must obtain a certificate under the Warranty Program and should deal directly

with the builder during the first year after purchase. The Program covers major structural defects up to a maximum of \$20,000 for an additional four years. Deposit monies paid to builders are also covered up to a maximum of \$20,000. The corporation will handle **consumer complaints** from buyers of new homes. However, buyers must inform both the builder and the Warranty Program in writing of any problems occurring before the expiration of the first year, or before the end of the fifth year in the case of major structural defects. The Program has regional offices in Hamilton, Kitchener, Ottawa, Sudbury and Thunder Bay listed in the white pages of the local telephone directory under Ontario New Home Warranty Program. Complaints, however, are only handled by the main office in Toronto. Under certain circumstances, builders, vendors, or house owners can request assistance to resolve disputes through the **Commercial Registration Appeal Tribunal**. The Warranty Program issues a quarterly publication, 'The Link', to all registered builders and vendors.

## ACTS

### ACTS

CCR 40

The following is a list of Acts administered by the Ministry of Consumer and Commercial Relations. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or Communications Services Branch.

Amusement Devices Act, 1986  
 Apportionment Act  
 Assignments and Preferences Act  
 Athletics Control Act  
 Bailiffs Act  
 Bills of Sale Act  
 Boilers and Pressure Vessels Act  
 Boundaries Act  
 Bread Sales Act  
 Business Corporations Act, 1982  
 Business Practices Act  
 Cemeteries Act  
 Certification of Titles Act  
 Change of Name Act, 1986  
 Collection Agencies Act  
 Condominium Act  
 Consumer Protection Act  
 Consumer Protection Bureau Act  
 Consumer Reporting Act  
 Corporation Securities Registration Act  
 Corporations Act  
 Corporations Information Act  
 Debt Collectors Act  
 Discriminatory Business Practices Act  
 Elevating Devices Act  
 Energy Act  
 Extra-Provincial Corporations Act, 1984  
 Factors Act  
 Gasoline Handling Act

Land Registration Reform Act, 1984  
 Land Titles Act  
 Limited Partnerships Act  
 Liquor Control Act  
 Liquor Licence Act  
 Marriage Act  
 Ministry of Consumer and Commercial Relations Act  
 Motor Vehicle Dealers Act  
 Ontario New Home Warranties Plan Act  
 Operating Engineers Act  
 Paperback and Periodical Distributors Act  
 Partnerships Act  
 Partnerships Registration Act  
 Personal Property Security Act  
 Petroleum Products Price Freeze Act, 1975  
 (unconsolidated and unrepealed)  
 Prearranged Funeral Services Act  
 Racing Commission Act  
 Real Estate and Business Brokers Act  
 Registry Act  
 Residential Complex Sales Representation Act, 1983  
 Theatres Act  
 Travel Industry Act  
 Unclaimed Articles Act  
 Upholstered and Stuffed Articles Act  
 Vital Statistics Act  
 Wine Content Act

## MINISTRY OF CORRECTIONAL SERVICES

2001 Eglinton Ave. E.  
Scarborough M1L 4P1

The Ministry of Correctional Services, established by the provincial legislature in 1946 as the Department of Reform Institutions, operated facilities for male and female adult and juvenile offenders, under 18 governing acts and regulations. In 1968 the Province took over responsibility for all county and city jails in the province and the name changed to the Department of Correctional Services with the passing of the Department of Correctional Services Act (consolidating all but the Training Schools Act). In 1972 when it became the Ministry of Correctional Services it took over probation services from the Ministry of the Attorney General. In 1977 the responsibility for juvenile offenders was transferred to the Ministry of Community and Social Services.

Correctional Services has jurisdiction over adult male and female persons placed on probation, those on remand awaiting trial or sentencing, those being held for immigration hearings or deportation, those awaiting transfer to federal institutions, those sentenced to terms of less than two years and those released on parole.

Under the Young Offenders Act, Canada, the Ministry holds responsibility for 16 and 17 year-old offenders, up to their 18th birthday.

The main objectives of the Ministry are to provide custody and community supervision as directed by the courts and as provided for in federal and provincial legislation governing correctional services in Ontario; to provide information to assist the courts in determining disposition; to create within institutions and community programs a positive climate so that offenders become motivated towards positive personal and social adjustment; to make available to clients program opportunities to assist in making positive personal and social adjustment; and to develop and provide programs for the prevention of crime.

The Ministry of Correctional Services administers the Ministry of Correctional Services Act, 1980.

### OPERATIONAL REVIEW, AUDIT AND INVESTIGATION BRANCH

CORRECTIONS 1

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3372 or 750-3327

The Operational Review, Audit and Investigation Branch provides a systematic and anticipatory system of review and monitoring of Ministry control systems, conducts investigations and assists management through a program of preventative security.

The branch is comprised of three sections: Operational Review, Internal Audit and Investigation and Security.

### LEGAL SERVICES BRANCH

CORRECTIONS 2

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3319

Legal Services Branch counsels the Ministry on the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies general legal services such as preparing litigation, the settle-

ment of claims, providing legal opinions, acting at court hearings, etc.. The Branch is responsible to the Attorney General's Office.

## **CORPORATE SERVICES DIVISION**

### **CORPORATE SERVICES DIVISION**

CORRECTIONS 3

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3375

The Corporate Services Division is responsible for improving management decision-making through integrated corporate operational and strategic planning; development and review of ministry policy; program evaluation and review; ensuring effective human resources planning and management and the provision of staff training and development; liaising with central agencies and special interest groups. It also is responsible for support services in the areas of budgeting, information systems, legal services, supply and services, communications, and auditing to assist the ministry in meeting its goals and objectives. This division plans and coordinates programs within the ministry and with other sectors of the criminal justice system at provincial and federal levels.

### **POLICY AND CORPORATE PLANNING BRANCH**

CORRECTIONS 4

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3350

Policy and Corporate Planning Branch is responsible for the strategic planning process of the Ministry. It liaises with other areas of government and other agencies, coordinates policy development and briefing, provides for resource planning and allocation processes and the development of effective management processes, undertakes the research, evaluation and statistical analysis of all aspects of correctional services in Ontario, and implements special corporate projects.

The **Freedom of Information** Office, of the Policy and Corporate Planning Branch, responds to 'Bill 34, An Act to Provide for Freedom of Information and Protection of Individual Privacy'.

Responsibilities of the office include implementation planning for the Ministry, orientation of Ministry staff; establishment of administrative procedures; as well as facilitating the processing of requests.

### **HUMAN RESOURCES MANAGEMENT BRANCH**

CORRECTIONS 5

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3335

Human Resources Management Branch works in an advisory capacity with line managers whose primary task is personnel matters within their units. These services are provided by personnel administrators in the ministry's main office and at the regional locations listed below. The branch is responsible for the establishment of ministry personnel policies and procedures, the administration of appropriate classification and compensation levels for ministry employees, the coordination of promotional competitions, manpower planning, employee counselling and labour relations matters. The branch maintains the ministry's personnel and employee benefit records. It also serves as a liaison

between the ministry and the Human Resources Secretariat, and the Ontario Public Service Employees Union (OPSEU).

The branch operates special employment programs, such as summer **youth employment** for students. It also coordinates the ministry's **French language services** requirements.

Staff Training and Development (434 University Ave., Toronto M7A 1A2, 965-9241) under the Human Resources Management Branch provides training and development programs for all ministry staff and some training for private correctional agencies under contract to the ministry. This includes basic training for correctional and probation and parole officers, in addition to a wide range of professional development and management training programs. The branch has produced a variety of training materials and guide books which are available to training personnel from other ministries.

*Field Office*  
*Staff Training Centre*  
 115 McLaughlin Rd. S.  
**Brampton L6Y 2C8**  
 416-459-8350

#### **Human Resources Management Field Offices**

*Manager, Planning and Administration*  
*Ministry of Correctional Services*  
 2001 Eglinton Ave. E.  
**Scarborough M1L 4P1**  
 416-750-3335

*Regional Personnel Administrator*  
*Peterborough Region (Eastern)*  
 223 Aylmer St. N., Ste. 02  
**Peterborough K9J 3K3**  
 705-748-4281

*Regional Personnel Administrator*  
*Central Region*  
 1315 Bishop St., 2nd Flr.  
**Cambridge N1R 6Z2**  
 519-623-9090

*Regional Personnel Administrator*  
*Western Region*  
 80 Dundas St., 1st Flr.  
 Box 5600, Terminal 'A'  
**London M6A 3C2**  
 519-679-1760

*Regional Personnel Administrator*  
*Metro Region*  
 2 Dunbloor Rd., Ste. 312  
**Islington M9A 2E4**  
 416-248-3901

*Regional Personnel Administrator*  
*Eastern Region*  
 1055 Princess St., Ste. 404  
**Kingston K7L 1H3**  
 613-547-3464

*Regional Personnel Administrator*  
*Northern Region*  
 199 Larch St., 9th Flr.  
**Sudbury P3E 5P9**  
 705-675-4321

#### **MANAGEMENT INFORMATION SYSTEMS BRANCH**

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3413

#### **CORRECTIONS 6**

Management Information Systems Branch is responsible for the effective management of all information resources throughout the ministry so that timely, relevant, and accurate information is available for operational and decision support when and where it is needed.

Branch activities include the development, maintenance, and operation of computer and paper based information systems, information centre, local systems support, systems education and training, information resources planning and management, **records management**, central files, and word processing.

#### FINANCE BRANCH

CORRECTIONS 7

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3450

Finance Branch provides financial management, budget control and accounting services to all programs, including accounts payable, expense accounts, advance accounts, payroll and revenue. It prepares claims under federal/provincial agreements and serves as financial liaison with the provincial auditor, other government ministries and agencies. The branch maintains the ministry financial information systems and financial reporting requirements.

#### COMMUNICATIONS BRANCH

CORRECTIONS 8

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3421

Communications Branch provides information to the public, directly and via the news media, about the ministry's activities. It establishes communications policy for the ministry and provides advice, consultation and communication support services to the Minister, Deputy Minister and other branches. Branch activities include media liaison, answering public inquiries, and producing and distributing publications, news releases, audio-visual materials, exhibits and photographic displays.

For general information on ministry programs, telephone 750-3333.

#### SUPPLY AND SERVICES BRANCH

CORRECTIONS 9

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3501

Supply and Services Branch coordinates purchasing, inventory control, accommodation leasing and construction, renovations and maintenance in existing Ministry offices, correctional institutions and forestry camps. Facilities Design Planning (750-3511) prepares program requirements and design specifications for new accommodation and renovations to existing facilities and coordinates activities during planning and construction stages. Office Services Section (750-3321) provides mail, messenger, telephone systems, duplicating services, and stationery and printed forms for the Ministry.

#### AFFIRMATIVE ACTION PROGRAM

CORRECTIONS 10

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3492

The Affirmative Action Program serves employees of the Ministry of Correctional Services, with special emphasis on female employees within the ministry. Career counselling is provided on an ad hoc basis for female employees. Resource information and presentations to interest groups on the Affirmative Action Program are also available.

OPERATIONS DIVISION

OPERATIONS DIVISION

CORRECTIONS 11

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3487

Ministry operations include administration of Ontario's 49 correctional institutions, 18 young offender secure detention and secure custody facilities and a network of probation and parole services for both adult and young offenders in 112 locations throughout the province. As part of its commitment to community corrections, the Operations Division contracts with private community agencies to provide resource centres for selected inmates and open custody for young offenders.

Operations Division has two branches: Offender Programming and Operational Support Branch and the Community Corrections Branch, which provide management, professional and consultative services to both institutional and community correctional programs.

**Correctional Institutions** include jails, detention centres, correctional centres and treatment centres for adults and young offenders.

Jails and Detention Centres provide short-term, secure custody for those awaiting trial or sentencing; those being held for immigration hearings or deportation; those serving relatively short or intermittent sentences and those awaiting transfer to other institutions. Programs are geared to the relatively short-term needs of offenders and focus primarily on basic **educational** upgrading and life skills.

Correctional Centres provide a variety of longer term programs for offenders in minimum, medium or maximum security settings. Specialized programs are available at the **Ontario Correctional Institute** (Brampton) and the Guelph Assessment and Treatment Unit (**Guelph Correctional Centre**) in the areas of assessment, treatment and **research**. The Ministry currently operates one minimum security satellite camp, providing offenders with exposure to farming and forestry.

**Probation and Parole** officers work closely with all courts of criminal jurisdiction in Ontario and with the **Ontario Board of Parole**. Probation and parole staff supply pre-sentence and pre-disposition reports to judges; pre-parole reports to the Ontario Board of Parole; supervision and assistance to probationers, offenders on parole and to former offenders who need assistance after release from correctional institutions. Staff offer **counselling** and guidance in life skills, alcohol and substance abuse, job search techniques, stress management and interpersonal skills.

The Operations Division is administered by five regional offices located throughout the province. A list of regional offices, institutions and probation and parole offices are as follows.

METRO REGION

Institutions

*Regional Office*  
2 Dunbloor Rd., Ste. 312  
**Islington M9A 2E4**  
416-235-4969

*Metropolitan Toronto East  
Detention Centre*  
55 Civic Rd.  
**Scarborough M1L 2K9**  
416-750-3513

*Metropolitan Toronto West  
Detention Centre*

111 Disco Rd.  
**Rexdale M9W 1N3**  
416-235-4989

*Mimico Correctional Centre*

130 Horner Ave.  
**Toronto M8V 3S9**  
416-255-0131

*Toronto Jail*

550 Gerrard St. E.  
**Toronto M4M 1X5**  
416-963-2880

*Whitby Jail*

200 Victoria St. W.  
Box 156  
**Whitby L1N 6G3**  
416-668-7791

**Probation and Parole Offices**

1240 Bay St.  
**Toronto M5R 2A7**  
416-965-6434

745 Danforth Ave., 4th Flr.  
**Toronto M4J 1L4**  
416-963-3389

900 Dufferin St., Ste. 207  
Dufferin Mall  
**Toronto M6H 4B1**  
416-965-5026

2265 Keele St., Ste. 2  
**Toronto M6M 3Z7**  
416-235-4967

77 River St., Ste. 100  
**Toronto M5A 3P1**  
416-965-0420

1940 Eglinton Ave. E., Ste. 204  
**Scarborough M1L 4R1**  
416-750-3452

4125 Lawrence Ave. E., Ste. 101  
**Scarborough M1E 2S2**  
416-750-3590

200 Consumers Rd.  
**Willowdale M2J 4R4**  
416-494-8251

5233 Dundas St. W., 3rd Flr.  
**Islington M9B 1A6**  
416-233-1197

2065 Finch Ave. W., Ste. 509  
**Downsview M3N 2V7**  
416-745-6291

23 Westmore Dr.  
**Rexdale M9V 3Y7**  
416-745-4960

**Court Locations/Probation and Parole  
Offices**

60 Queen St. W., Rm. 321  
Old City Hall Court  
**Toronto M5H 2M4**  
416-965-6527

361 University Ave., Rm. 210  
County Court House  
**Toronto M5G 1T3**  
416-965-2879

444 Yonge St., 2nd Flr.  
College Park Court  
**Toronto M5B 2H4**  
416-965-3236

80 The East Mall  
East Mall Court  
**Toronto M8Z 5X1**  
416-252-6521

1911 Eglinton Ave. E.  
Scarborough Court  
**Scarborough M1L 4P4**  
416-750-3370

1000 Finch Ave. W.  
North York Court  
**Downsview M3J 2V5**  
416-663-5355

40 King St. W., Ste. 610  
**Oshawa L1H 1A4**  
416-571-3774

1305 Sheridan Mall Parkway, Ste. 416  
Pickering Corporate Centre  
**Pickering L1V 3P2**  
416-831-2600

208 North St.  
**Port Perry L0B 1N0**  
416-985-8771

## CENTRAL REGION

*Regional Office*  
6711 Mississauga Rd., Ste. 406  
**Mississauga L5N 2W3**  
416-965-3116

### Institutions

*Barrie Jail*  
Box 224  
**Barrie L4M 4T2**  
705-728-3933

*Camp Hillsdale*  
*(Satellite Barrie Jail)*  
RR #1  
**Midland L4R 4K3**  
705-835-3544

*Brantford Jail*  
105 Market St.  
**Brantford N3T 6A9**  
519-752-6578

*Burtch Correctional Centre*  
RR #1, Mount Pleasant  
Box 940  
**Brantford N3T 5S6**  
519-484-2421

*Hamilton-Wentworth Detention Centre*  
165 Barton St. E.  
**Hamilton L8L 2Y3**  
416-523-8800

*Maplehurst Correctional Centre*  
661 Martin St.  
Box 10  
**Milton L9T 2Y3**  
416-878-8141

*Niagara Detention Centre*  
Hwy. 58  
Box 1050  
**Thorold L2V 4A6**  
416-227-6321

*Ontario Correctional Institute*  
109 McLaughlin Rd. S.  
Box 1888  
**Brampton L6V 2P1**  
416-457-7050

*Vanier Centre for Women*  
205 McLaughlin Rd. S.  
Box 1050  
**Brampton L6V 2M5**  
416-459-9100

### Probation and Parole Offices

22 Church St. S.  
P.O. Box 1329  
**Alliston L0M 1A0**  
705-435-4352

114 Worsley St.  
**Barrie L4M 1M1**  
705-726-6461

85 Kennedy Rd. S.  
**Brampton L6W 3G1**  
416-457-1690

100 Wellington Square  
City Hall, 2nd Flr.  
**Brantford N3T 2M3**  
519-752-6505

440 Elizabeth St.  
**Burlington L7R 2M1**  
416-637-3457

45 Munsee St.  
**Cayuga N0A 1E0**  
416-772-3565

150 St. Paul St.  
**Collingwood L9Y 3P2**  
705-445-3110

232 Guelph St., Ste. 205  
P.O. Box 160  
**Georgetown L7G 4Y5**  
416-877-2268

1945 King St. E.  
**Hamilton L8K 1W2**  
416-549-9977

119 King St. W., Ste. 104  
**Hamilton L8N 3Z9**  
416-521-7527

Mountain Office  
1030 Upper James St.  
**Hamilton L9C 6X6**  
416-387-5453

213 Queensway South  
**Keswick L4P 2A3**  
416-478-4140

305 Midland Ave.  
**Midland L4B 3K5**  
705-526-3715

55 Ontario St., 2nd Flr.  
**Milton L9T 2M3**  
416-878-7259

470 Hensall Circle, Upper Level  
**Mississauga L5A 3V4**  
416-276-2117

424 Hensall Circle, Ste. 105  
**Mississauga L5A 1X8**  
416-848-6161

92 Davis Dr., Ste. 209  
**Newmarket L3Y 2N1**  
416-898-6511

4627 St. Clair Ave.  
P.O. Box 201  
**Niagara Falls L2E 6T3**  
416-356-1507

344 Lakeshore Rd. E., 2nd Flr., Ste. C  
**Oakville L6V 5B1**  
416-845-8571

70 First St.  
**Orangeville L9W 2E5**  
519-941-4622

19 Front St. N.  
**Orillia L3V 4R6**  
705-325-9508

57 Simcoe St. S.  
**Oshawa L1H 4G4**  
416-579-6500

40 King St. W., Ste. 610  
**Oshawa L1H 1A4**  
416-571-3774

1305 Sheridan Mall Pkwy.  
**Pickering L1V 3P2**  
416-831-2600

39 Queen St., Ste. 209  
**St. Catharines L2R 5G6**  
416-685-1318

530 Queensway W.  
P.O. Box 736  
**Simcoe N3Y 4T2**  
519-426-4250

8185 Yonge St., Ste. 212  
**Thornhill L3T 2C6**  
416-731-3061

76 Division St., Ste. 206  
**Welland L3B 3Z7**  
416-735-1660

**WESTERN REGION**

*Regional Office*

80 Dundas St., 1st Flr.  
P.O. Box 5600, Terminal 'A'  
**London N6A 2P3**  
519-679-1760

**Institutions**

*Chatham Jail*

17 Seventh St.  
**Chatham N7M 4J9**  
519-352-0150

*Camp Dufferin*

RR #1  
**Lisle L0M 1M0**  
705-424-1520

*Elgin-Middlesex Detention Centre*

711 Exeter Rd.  
**London N6E 1L3**  
519-686-1922

*Guelph Correctional Centre*

785 York Rd.  
Box 3600  
**Guelph N1H 6P3**  
519-822-0020

*Owen Sound Jail*

1237 Third Ave. E.  
Box 517  
**Owen Sound N4K 5R1**  
519-376-0435

*Sarnia Jail*

700 North Christina St.  
**Sarnia N7V 3C2**  
519-337-3261

*Stratford Jail*

30 St. Andrews St.  
**Stratford N5A 1A3**  
519-271-2180

*Walkerton Jail*

209 Caley St.  
Box 429  
**Walkerton N0G 2V0**  
519-881-3442

*Waterloo Detention Centre*

182 Hespeler Rd.  
Box 307  
**Cambridge N1R 5V2**  
519-621-9710

*Wellington Detention Centre*

588 Stone Rd. E.  
Box 870  
**Guelph N1H 6M6**  
519-837-2400

*Windsor Jail*

378 Brock St.  
Box 38  
**Windsor N9C 3Y6**  
519-254-2891

*Bluewater Centre for Young Offenders*

Hwy. 21 S.  
Box 71  
**Goderich N7A 3X8**  
519-524-2107

**Probation and Parole Offices**

73 Water St. N., Unit 21  
**Cambridge N1R 6R3**  
519-621-5760

26 Fifth St. S., Ste. 209  
**Chatham N7M 4V5**  
519-352-1234

Court House  
**Goderich N7A 1M2**  
519-524-6282

3600 Wyndham St. S.  
**Guelph N1H 7J5**  
519-836-2600

450 Frederick St., Ste. 302  
**Kitchener N2H 2P5**  
 519-576-1900

18 Selkirk Ave.  
**Leamington N8H 1G3**  
 519-326-5531

80 Dundas St.  
 Box 5600, Terminal 'A'  
**London N6A 2P3**  
 519-679-7120

1730 Dundas St.  
**London N5W 3E2**  
 519-452-3650

1131 Second Ave. E., Ste. 105  
**Owen Sound N4K 5J1**  
 519-376-2236

145 Curtis St.  
**St. Thomas N5P 3Z7**  
 519-631-3430

700 North Christina St.  
**Sarnia N7V 3C2**  
 519-337-8891

100 Erie St.  
**Stratford N5A 2M4**  
 519-271-5220

12 Colborne St. S.  
 P.O. Box 404  
**Walkerton N0G 2V0**  
 519-881-0760

880 Ouellette Ave., Ste. 506  
**Windsor N9A 1C7**  
 519-254-3291

40 Wellington St. N.  
**Woodstock N4S 6P3**  
 519-539-8175

## EASTERN REGION

*Regional Office*  
 1055 Princess St., Ste. 404  
**Kingston K7L 1H3**  
 613-547-3464

### Institutions

*Brockville Jail*  
 Court House Sq.  
 Box 285  
**Brockville K6V 5V5**  
 613-342-1456

*Cobourg Jail*  
 77 Albert St.  
**Cobourg K9A 2P9**  
 613-372-2125

*Cornwall Jail*  
 7 Water St. W.  
 Box 1418  
**Cornwall K6H 5V5**  
 613-932-5720

*Lindsay Jail*  
 50 Victoria Ave. N.  
**Lindsay K9V 4G3**  
 705-324-3792

*L'Orignal Jail*  
 1023 Queen St.  
 Box 345  
**L'Orignal K0B 1K0**  
 613-675-4644

*Millbrook Correctional Centre*  
 King St. W.  
 Box 300  
**Millbrook K0A 1G0**  
 705-932-2624

*Ottawa-Carleton Detention Centre*  
 2244 Innes Rd.  
**Ottawa K1B 4C4**  
 613-824-6080

*Pembroke Jail*  
297 Pembroke St. E.  
**Pembroke K8A 3K2**  
613-735-0647

*Perth Jail*  
Box 144  
**Perth K7H 3E3**  
613-267-4303

*Peterborough Jail*  
Sheridan & Brock Sts.  
Box 1480  
**Peterborough K9J 7H7**  
705-743-7331

*Quinte Detention Centre*  
89 Richmond Blvd  
Postal Bag 3060  
**Napanee K7R 3M5**  
613-354-9701

*Rideau Correctional Centre*  
County Rd. 2  
Box 100  
**Burritts Rapids K0G 1B0**  
613-269-4748

#### **Probation and Parole Offices**

1 Valleyview Dr.  
Box 1852  
**Bancroft K0L 1C0**  
613-332-4040

180 Front St.  
**Belleville K8N 2Y7**  
613-968-5737

75 Water St. W.  
**Brockville K6V 3L7**  
613-345-3061

Victoria Hall  
55 King St. W.  
**Cobourg K9A 2M2**  
416-372-9473

502 Pitt St., Rm. 201  
**Cornwall K6J 3R5**  
613-933-6335

165 Bay St.  
P.O. Box 729B  
**Embrun K0A 1W0**  
613-443-2029

162 Division St.  
**Kingston K7L 3M6**  
613-547-3456

P.O. Box 7000  
**Lindsay K9V 5E5**  
705-324-5621

Box 309  
**L'Orignal K0B 1K0**  
613-675-4630

41 Dundas St. W.  
**Napanee K7R 1Z5**  
613-354-2125

400 Cumberland St.  
**Ottawa K1N 8X3**  
613-566-3811

1150 Morrison Dr.  
**Ottawa K2H 8S9**  
613-820-9460

2244 Innes Rd.  
**Ottawa K1B 2C4**  
613-837-6586

124 Pembroke St. W.  
**Pembroke K8A 5M8**  
613-735-6809

223 Aylmer St. N., Ste. 2  
**Peterborough K9J 3K3**  
705-743-2661

c/o Prince Edward Corrections  
Advisory Board  
263 Main St.  
**Picton K0K 2T0**  
613-476-3033

Box 149  
**Plantagenet K0B 1L0**  
613-673-5113

38 Walton St.  
**Port Hope L1A 1N1**  
416-885-4581

13 Russell St. E.  
**Smiths Falls K7A 1E7**  
613-283-5663

80 Division St.  
**Trenton K8V 5S5**  
613-392-6549

## NORTHERN REGION

*Regional Office*  
199 Larch St., 9th Flr.  
**Sudbury P3E 5P9**  
705-675-4321

## Institutions

*Fort Frances Jail*  
310 Nelson St.  
Box 189  
**Fort Frances P9A 3M6**  
807-274-7708

*Haileybury Jail*  
407 Main St.  
Box 578  
**Haileybury P0J 1K0**  
705-672-3701

*Kenora Jail*  
1430 River St.  
**Kenora P9N 1K5**  
807-468-3168

*Monteith Complex*  
Junction Hwy. 11 & 577  
Box 90  
**Monteith P0K 1P0**  
705-232-4092

*North Bay Jail*  
2550 Trout Lake Rd.  
Box 354  
**North Bay P1B 7S7**  
705-472-8115

*Parry Sound Jail*  
91-A James St.  
Box 166  
**Parry Sound P2A 2X3**  
705-746-5631

*Sault Ste. Marie Jail*  
145 McNabb St.  
Box 340  
**Sault Ste. Marie P6A 5L8**  
705-254-6817

*Sudbury Jail*  
181 Elm St. W.  
**Sudbury P3C 1T8**  
705-675-4150

*Thunder Bay Correctional Centre*  
Hwy 61 S.  
Box 1900  
**Thunder Bay P7C 4Y4**  
807-577-8401

*Thunder Bay Jail*  
285 McDougall St.  
Box 2806  
**Thunder Bay P7B 5G3**  
807-345-7364

## Probation and Parole Offices

120 Marks St.  
P.O. Box 988  
**Atikokan P0T 1C0**  
807-597-6212

Riverside Inn, Ste. 2  
P.O. Box 1872  
**Bracebridge P0B 1C0**  
705-645-8768

Birch & Lorne Sts.  
Federal Bldg.  
P.O. Box 149  
**Chapleau P0M 1K0**  
705-864-1230

District Court House  
P.O. Box 1119  
**Cochrane P0L 1C0**  
705-272-4348

Ontario Government Bldg., 1st Flr.  
P.O. Box 787  
**Dryden P8N 2Z4**  
807-223-3356

15 Charles Walk  
**Elliot Lake P5A 2A2**  
705-848-7091

71 Centre St.  
**Espanola P0P 1C0**  
705-869-2882

340 Scott St.  
**Fort Frances P9A 1G9**  
807-274-7743

305 Main St.  
P.O. Box 1119  
**Geraldton P0T 1M0**  
807-854-1774

District Court House  
P.O. Box 624  
**Haileybury P0J 1K0**  
705-672-3397

P.O. Box 2349  
**Hearst P0L 1N0**  
705-362-7779

15 Main St., 2nd Flr.  
P.O. Box 1612  
**Huntsville P0A 1K0**  
705-789-5721

253 Main St.  
P.O. Box 908  
**Iroquois Falls P0K 1G0**  
705-232-5111

46 Queen St.  
P.O. Box 295  
**Kapuskasing P5N 2Y4**  
705-335-6116

136 Main St. S.  
**Kenora P9N 1S9**  
807-468-3348

23 Prospect Ave., Rm. 12  
P.O. Box 232  
**Kirkland Lake P2N 3H7**  
705-567-9396

1 Arthur St.  
P.O. Box 189  
**Manitowaning P0P 1N0**  
705-859-3184

P.O. Box 487  
**Moosonee P0L 1Y0**  
705-336-2270

64 Front St.  
P.O. Box 759  
**Nipigon P0T 2J0**  
807-887-2938

581 Fraser St.  
**North Bay P1B 3X3**  
705-474-4170

3 Beechwood Dr.  
**Parry Sound P2A 1Z1**  
705-746-5809

P.O. Box 845  
**Red Lake P0V 2M0**  
807-727-2846

477 Queen St. E.  
P.O. Box 115  
**Sault Ste. Marie P6A 5L2**  
705-253-1182

199 Larch St., 2nd Flr.  
**Sudbury P3E 5P9**  
 705-675-4314

106 North Cumberland St.  
**Thunder Bay P7A 4M2**  
 807-345-3309

217 Holditch St.  
 P.O. Box 338  
**Sturgeon Falls P0H 2G0**  
 705-753-1282

101 Mall, Ste. 139  
 38 Pine St. N.  
**Timmins P4N 6K6**  
 705-264-5218

107 Johnson Ave.  
**Thunder Bay P7B 2V9**  
 807-344-5816

**OFFENDER PROGRAMMING AND  
 OPERATIONAL SUPPORT BRANCH**

**CORRECTIONS 12**

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3421

The branch coordinates, develops and provides consultation and support services for program development and implementation within **correctional institutions** and monitors activities in the following areas: medical, nursing, psychology, social work, dentistry, pharmacy, recreation, food services, industries, self sufficiency, energy management, education, volunteers, chaplaincy, library, young offenders in secure custody and detention, inmate and young offenders classification and transfer, temporary absence programs, parole, community resource centres and institutional procedures.

Clients include **inmates** of the ministry's correctional institutions and young offender secure custody and detention facilities.

The branch's five operational sections are listed under the Operations Division entry and include: Health Care Services; Industrial Programming; Program Development and Implementation; Support and Coordination; and Policy Coordination.

**PROGRAM SUPPORT AND COORDINATION**

**CORRECTIONS 13**

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3380

This section is responsible for providing advice and consultation, standards development and review, program coordination, contract review, manual maintenance and technical responses, volunteer coordination, temporary absence coordination, parole board liaison, institutional procedures and direct service in Offender Classification and **Offender** Transfer and Library Services. This section also coordinates the exchange of prisoners with other jurisdictions.

HEALTH CARE SERVICES

CORRECTIONS 14

MEDICAL SERVICES

2001 Eglinton Ave. E.

Scarborough M1L 4P1

416-750-3366

Medical Services ensures that all necessary **health** care services are available for all persons placed in the care of the Ministry.

The **Psychiatric** Services area provides assessment of **offenders** and treatment for mental illnesses.

The division's five regional offices are listed under the Operations Division entry.

HEALTH CARE SERVICES

CORRECTIONS 15

NURSING SERVICES

2001 Eglinton Ave. E.

Scarborough M1L 4P1

416-750-3366

This section provides **nursing** service to all **correctional institutions** in conjunction with the attending physician and other health professionals. Nurses act as the coordinators of the health care delivery system in the institutions.

The division's five regional offices are listed under the Operations Division entry.

HEALTH CARE SERVICES

CORRECTIONS 16

DENTISTRY SERVICES

2001 Eglinton Ave. E.

Scarborough M1L 4P1

416-750-3366

Emergency and essential **dental** treatment is provided for all **offenders** in **correctional institutions**.

The division's five regional offices are listed under the Operations Division entry.

HEALTH CARE SERVICES

CORRECTIONS 17

PHARMACY SERVICES

2001 Eglinton Ave. E.

Scarborough M1L 4P1

416-750-3366

Pharmacy Services ensures that **pharmaceutical** products are maintained in a safe and proper manner and are available when indicated for persons under the supervision of the Ministry in ministry institutions.

The division's five regional offices are listed under the Operations Division entry.

HEALTH CARE SERVICES

CORRECTIONS 18

FOOD SERVICES

2001 Eglinton Ave. E.

Scarborough M1L 4P1

416-750-3366

A nutritionally adequate diet is provided for **offenders** in all **correctional institutions**.

Special diets for the treatment of illness and for the observance of religious dietary practices are available. Training in **food service** operation is also offered to inmates.

The division's five regional offices are listed under the Operations Division entry.

#### INDUSTRIAL PROGRAMMING UNIT

CORRECTIONS 19

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3366

Institutional industries provide work and on-the-job training for **inmates** in correctional centres. The manufactured products are sold to other ministries or governments and are used in **correctional institutions**.

The division's five regional offices are listed under the Operations Division entry.

#### INDUSTRIAL PROGRAMMING UNIT

CORRECTIONS 20

##### SELF-SUFFICIENCY PROGRAM

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3366

The Self-Sufficiency Program is responsible for projects in which **inmates** help produce **food** and other items to supply their own needs.

The division's five regional offices are listed under the Operations Division entry.

#### INDUSTRIAL PROGRAMMING UNIT

CORRECTIONS 21

##### ENERGY MANAGEMENT

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3366

The energy management program oversees the conservation of **energy** and the reduction of waste in **correctional institutions**.

The division's five regional offices are listed under the Operations Division entry.

#### LIBRARY SERVICES UNIT

CORRECTIONS 22

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3481

This unit provides **library** services to **inmates** and staff in the Ministry of Correctional Services. The library (basement level, 2001 Eglinton Ave. E.) operates the Ministry **reading room** which gives public access to Ministry publications, statutes and some manuals and internal procedures used by the Ministry.

The division's five regional offices are listed under the Operations Division entry.

#### CENTRAL VOLUNTEER COORDINATION

CORRECTIONS 23

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3366

The Central Coordination of Volunteer Programs are a resource to volunteer coordina-

tors who recruit, screen, train and supervise **volunteers** involved in correctional programs operated by the Ministry. Opportunities for volunteer participation exist in all geographic areas of the Province.

#### COMMUNITY CORRECTIONS BRANCH

CORRECTIONS 24

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

The Community Corrections Branch has an overall corporate mandate to design and develop operational policy for community corrections and to assist the regions to define, plan and put into operation a broad range of community programs. Functions include increasing interaction with community agencies and assisting regional staff in maximizing delivery of a wide range of programs for **adults** and **young offenders**.

Two units report to the Executive Coordinator. **Field Support and Coordination Unit** administers ministry-funded programs including existing residential services for adults and 16 and 17-year-old young offenders, probation services, community alternatives, Native programs and preventive programs. The unit offers consultation and advice, monitors procedures, standards and contracts, liaises with agencies and provides program evaluation.

The **Community Design and Implementation Unit** has responsibility for coordinating policy development, implementation of strategies for new community programs, policy papers and position papers. It provides policy liaison (internal and external), evaluation of new program proposals, marketing strategies, community interface, liaison with other ministries/jurisdictions and overall program development.

For a description of community-based programs, see the following entries: Bail Verification and Supervision, Community Service Orders, Fine Options Program, Native Program Coordination, Restitution Programs and Victim Assistance Program.

#### COMMUNITY FIELD SUPPORT AND COORDINATION UNIT VICTIM ASSISTANCE PROGRAM

CORRECTIONS 25

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

The Victim Assistance Program is a project alerting victims of **crime** to available social services such as crisis **counselling** and information on the criminal justice process.

#### COMMUNITY FIELD SUPPORT AND COORDINATION UNIT

CORRECTIONS 26

#### COMMUNITY RESOURCE CENTRES AND OPEN CUSTODY RESIDENCES

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

Community Resource Centres house **inmates** serving sentences in Ontario correctional institutions operated by community organizations under contract to the Ministry. An inmate wishing to pursue an employment or education program outside the institution can apply for a transfer to the Community Resource Centre for **counselling** and **vocational** skillstraining. Inmates are subject to rules ensuring behaviour in the best interests

of the community and failure to abide by the rules or to make good use of the program, results in an inmate's return to the correctional institution.

In order to meet the special needs of young persons with open custody dispositions, now available to youth court judges under the Young Offenders Act, the ministry is developing **open custody** residences for young offenders in strategic locations throughout the province thus ensuring that young persons are close to their parents, schools, places of employment, etc.

COMMUNITY FIELD SUPPORT AND  
COORDINATION UNIT  
BAIL VERIFICATION AND SUPERVISION  
2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

CORRECTIONS 27

The Bail Verification and Supervision Program is directed at reducing the number of remanded incarcerated persons. The unit provides information to the courts on the accused's ability to post **bail** or obtain a surety. In certain cases bail supervision is offered as an alternative to incarceration pending disposition of charges.

COMMUNITY FIELD SUPPORT AND  
COORDINATION UNIT  
COMMUNITY SERVICE ORDERS  
2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

CORRECTIONS 28

Community Service Orders (**CSO**) are given to non-violent offenders as a condition of a **probation** order. The work performed would not otherwise be carried out except by **volunteers**. In some instances offenders provide direct service to their victims in reparation.

COMMUNITY FIELD SUPPORT AND  
COORDINATION UNIT  
NATIVE PROGRAM COORDINATION  
2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

CORRECTIONS 29

Native Program Coordination assists in the development of policies and training related to the problems of **Native peoples** who are **inmates** in Ontario **correctional institutions**. It is also responsible for the development of institutional and community based programs directed to the needs of Native inmates and serves as liaison with Native organizations of Ontario.

COMMUNITY FIELD SUPPORT AND  
COORDINATION UNIT  
FINE OPTIONS PROGRAM

CORRECTIONS 30

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

The Fine Options Program is a pilot project offering an alternative to incarceration for non-payment of fines under the **Provincial Offences Act**. Individuals **volunteer** to do community service work at the minimum wage rate to accumulate credits towards fine payment. The program is available to individuals in the pilot areas when a fine is in default. The pilot projects continue to be studied for possible expansion.

COMMUNITY FIELD SUPPORT AND  
COORDINATION UNIT  
RESTITUTION PROGRAM

CORRECTIONS 31

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

Selected **probationers** with potential restitution conditions are often encouraged to meet with the victims of the **crimes** and with a third party mediator to determine how the victims will receive **restitution** - in cash or kind. Similar programs are encouraged for selected **inmates** in Ontario correctional institutions, whereby they are placed in a Community Resource Centre, obtain suitable employment and make restitution to their victims.

OFFENDER EDUCATION AND TRAINING UNIT

CORRECTIONS 32

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3366

Educational programming for **inmates** in **correctional institutions** includes academic, technical, vocational and life skills courses. Basic reading and mathematics are provided and **apprenticeship** and secondary school credits can be earned.

Boards of Education have been engaged to provide programming for **young offenders** aged 16 and 17 years who are the responsibility of the Ministry. They also operate continuing **education** activities in adult basic education (i.e., literacy and numeracy) in many jail and detention centre sites.

The division's five regional offices and the correctional institutions in each region are listed under the Operations Division entry.

**AGENCIES**

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN)

# ONTARIO BOARD OF PAROLE

CORRECTIONS 33

2195 Yonge St., Ste. 201  
Toronto M4S 2B1  
416-963-0368

The Ontario Board of Parole considers for **parole** those **inmates** serving sentences of up to two years less a day in provincial institutions. The Chair is responsible for the overall administration of the Board and for five Regional Boards and their members. The Regional Boards are responsible to the Chair of the Ontario Board of Parole for all parole considerations made in the regions.

## *Chair's Office*

2195 Yonge St., Ste. 201  
Toronto M4S 2B1  
416-963-0700

## *Eastern Regional Parole Board*

1055 Princess St., Ste. 307  
Kingston K7L 1H3  
613-547-3461

## *Central Regional Parole Board*

2195 Yonge St., Ste. 204  
Toronto M4S 2B1  
416-963-0880

## *Western Regional Parole Board*

785 York Rd.  
P.O. Box 1716  
Guelph N1H 6Z9  
519-822-0482

## *West Central Regional Parole Board*

491 Steeles Ave. E., Rm. 134  
Milton L9T 1Y7  
416-876-4733

## *Northern Regional Parole Board*

128 Larch St., Ste. 502  
Sudbury P3E 5J8  
705-675-4227

# ACTS

# ACTS

CORRECTIONS 34

The Ministry of Correctional Services administers the Ministry of Correctional Services Act, as amended.

## MINISTRY OF EDUCATION

Mowat Block, 900 Bay St.

Queen's Park, Toronto M7A 1L2

The Ministry of Education ensures the provision of elementary and secondary school education in Ontario, including correspondence courses, and schools for the deaf, the blind and the handicapped.

One of the oldest ministries in the Ontario government, the Ministry of Education was established in February 1867. It is responsible for determining the general direction of education and policy in the elementary and secondary schools of the province. Other responsibilities include: providing broad guidelines for the curriculum of Ontario schools; approving the list of textbooks from which school boards make selections for schools; establishing requirements for student diplomas and certificates; setting requirements for and issuing teaching certificates; distributing funds allocated by the Legislature for assisting school boards with the costs of operating schools; making regulations to govern the school year and holidays of students, the organization of schools and the duties of teachers and school board officials.

### ASSISTANT DEPUTY MINISTER FRANCO-ONTARIAN EDUCATION

EDUC 1

Mowat Block, 22nd Flr.

900 Bay St.

Queen's Park, Toronto M7A 1L2

416-965-2190

The office of the Assistant Deputy Minister, **Franco-Ontarian** Education advises the Ministers on all matters pertaining to the **education** of Francophones at the elementary and secondary levels.

La sous-ministre adjointe à l'éducation franco-ontarienne est responsable d'aviser le ministre de l'Education sur tous les aspects qui ont trait à l'éducation des francophones aux paliers élémentaire et secondaire.

### CORPORATE PLANNING AND POLICY

#### POLICY ANALYSIS AND RESEARCH BRANCH

EDUC 2

900 Bay St., Mowat Block, 15th Flr.

Queen's Park, Toronto M7A 1L2

416-965-6789

The Policy Analysis and Research Branch provides analysis and advice on the Ministry of Education's policies and identifies current issues to be addressed. It regulates the contracting of **educational research** production and disseminates the results of research to school boards, government and the public (965-3141). Research findings of the ministry's **contracts** are **published** through the Ontario Government Bookstore (see MGS Publications Services entry).

The branch gathers, validates and analyses data on **school boards**, **schools**, colleges and **universities** (965-2609/3156), and develops and maintains education **statistics** and publications (965-2636).

The branch also operates a public **Information Service**, which answers written and telephone enquiries on all education-related matters and acts as a reference source for a wide

and divergent audience (telephone 965-6407 in area code 416; outside Metropolitan Toronto calling area, the toll-free number is 1-800-268-7501; in the 807 calling area, ask operator for Zenith 64140).

The branch has an **Information Centre** (965-1451) which maintains a collection of books, periodicals and reports, provides **library** reference, research and current awareness services to staff, and operates a **reading room** (965-1451) offering public access to publications, statutes, regulations, manuals and internal procedures of the ministry.

#### LEGISLATION BRANCH

EDUC 3

900 Bay St., Mowat Block, 18th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2228

The Branch provides legislative and legal services for policy initiation and revision of laws through which planned change may take place. It ensures that Ministry action is consistent with the statutory and regulatory framework of the province. The branch offers consultative services to the Ministry of Education, agencies, school boards and the public to facilitate the implementation of Government policy. Administrative services for processing legal documents and executing legal procedures, as required by educational legislation on behalf of the Minister, are also provided by this branch.

#### EDUCATION LIAISON AND EXCHANGE BRANCH

EDUC 4

900 Bay St., Mowat Block, 14th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-5620

The branch encourages educational and **cultural exchanges** of students and teachers (965-5635) and may provide **grants** for these projects, including: **International Student Exchange** (965-5606), **Ontario-Quebec Student Exchange** (965-5989), **Ontario-Quebec School Twinning** (965-5989), **Ontario Young Travellers** (965-9116), **School Twinning** (e.g., **Project Canada** 965-9116), **Teacher Exchange Programs**, **international and inter-provincial** (965-5635). In cooperation with the Department of External Affairs, the branch administers **Canadian Studies Seminars** for European teachers (965-9132). The branch also coordinates seminars in Europe for Ontario educators (965-5635). It administers the **Second-Language Monitor Program** in which bilingual university students act as monitors to teachers of **French** or **English as a Second Language** (965-5996), the **Ontario Student Leadership Centre** (965-6410), the **Ontario Secondary School Students' Association** (965-1134), and the **Summer Employment for Students** program (965-9116). The branch assists school boards in celebrating **Education Week** (965-6329). It provides Ministry of Education liaison with the **Council of Ministers of Education, Canada (CMEC)** (965-6329) and with provincial educational organizations. It also liaises with other ministries, the federal government and all Native bands, associations and individuals regarding education for and about **Native peoples** (965-9672).

#### CORPORATE PLANNING AND FINANCIAL MANAGEMENT BRANCH

EDUC 5

900 Bay St., Mowat Block, 19th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-5921

The Corporate Planning and Financial Management Branch consists of four sections.

The Financial Management and Control Section (965-3100) provides ministry liaison with the Management Board Secretariat, which involves coordination of submissions and implementation of minutes. The Section advises and assists branches and senior management with budgetary problems; administers funds allocation and estimates; and monitors and reports on expenditure and revenue. The section operates the Ministry's **Management by Results (MBR)** program.

Operational Planning and Development Section (965-0886) assists in designing and implementing improvements in management and administrative processes. It coordinates the Ministry's annual program planning process and monitoring of plan implementation; provides analytical support to senior management; and assists managers in identifying and resolving specific problems. The section ensures adherence to Management Board's reporting requirements and is accountable for achieving results (Management By Results (MBR)).

The Strategic Planning Section identifies current trends and research findings of importance to the future improvement of public education in Ontario; develops and monitors strategic planning processes for use within the Ministry and school boards of the province; and determines long-range issues and future directions for improving public education in the province.

The Teachers' Superannuation Section provides Ministry liaison with the Teachers' Superannuation Commission.

## LEARNING SERVICES

### PROGRAM IMPLEMENTATION AND REVIEW BRANCH

EDUC 6

900 Bay St., Mowat Block, 18th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-8301

The Program Implementation and Review Branch advises on policies and procedures for evaluation of **student** achievement program effectiveness, personal performance and system efficiencies. It also advises on the implementation of Ministry policies and programs, supervisory services related to school **safety** and health, inspection of **private schools** foreign student policy and the services of the **Provincial School Attendance Counsellor**

### SCHOOL BUSINESS AND FINANCE BRANCH

EDUC 7

900 Bay St., Mowat Block, 21st Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-6401

The School Business and Finance Branch develops and administers the General Legislative **Grants** formula supporting **school boards**; sets financial accounting and enrolment reporting standards; and oversees the **audit** of financial statements of school boards, which includes liaison with the accounting profession. **Architectural** advice is given to school boards and architects on building needs and controls the branch allocation of capital funds for the construction of elementary and secondary **schools**. The branch determines and issues final approval for costs of school board capital projects approved for provincial funding (965-9676) and conducts **energy conservation research** in schools.

## REGIONAL OFFICES

EDUC 8

The Regional Offices inform school systems about Ministry programs and policies on **education** and ensure, in collaboration with local boards, that these policies are carried out. They inform the central office of the Ministry about activities and issues in school systems; make recommendations for action and policy formulation; help **school boards** to develop means of implementing and reviewing their programs; offer program administration support and supervisory officer services to boards whose size precludes an administrative structure; inspect **private schools**; maintain liaison with the public, **universities** faculties of education, other Ministries and related bodies and administer programs and policies delegated to regional directors. There are six regional offices in Ontario:

*Western Ontario Region*

759 Hyde Park

**London N6H 3S6**

519-472-1440

For toll-free number see  
blue pages of telephone directory

*Midnorthern Ontario Region*

199 Larch St.

**Sudbury P3E 5P9**

705-675-4401

For toll-free number see  
blue pages of telephone directory

*Northeastern Ontario Region*

Box 3020

447 McKeown Ave.

**North Bay P1B 8K7**

705-474-7210

For toll-free number see  
blue pages of telephone directory

*Northwestern Ontario Region*

Box 5000

**Thunder Bay P7C 5G6**

807-745-1571

For toll-free number see  
blue pages of telephone directory

*Eastern Ontario Region*

1580 Merivale Rd.

**Ottawa K2G 4B5**

613-225-9210

For toll-free number see  
blue pages of telephone directory

*Central Ontario Region*

Heron's Hill Bldg., Ste. 3201

2025 Sheppard Ave. E.

**Toronto M2J 1W4**

416-491-0330

For toll-free number see  
blue pages of telephone directory

## SCHOOL BOARD SERVICES UNIT

EDUC 9

900 Bay St., Mowat Block, 23rd Flr.

Queen's Park, Toronto M7A 1L2

416-965-6669

This unit services members of the **Educational Computing Network of Ontario (ECNO)**, which is a cooperative of **school boards** that share administrative application software, application support and technical support. The systems marketed, developed, maintained and supported by the unit deal with student administration, payroll/personnel, finance, bus transportation planning and management, enrolment projection, grants calculation, audio/visual booking and student guidance information (SGIS). The unit is also responsible for planning long-term development of a data communication network which will connect all school boards for educational and administrative purposes.

## LEARNING PROGRAMS

### CENTRE FOR EARLY CHILDHOOD AND ELEMENTARY EDUCATION

EDUC 10

900 Bay Street  
Mowat Block, 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-8948

The Centre for Early Childhood and Elementary Education establishes, renews, and extends policies and practices affecting the Primary and Junior Divisions, and the first two years of the Intermediate Division, in order to meet the **educational** needs of pupils in the publicly supported English and **French** language elementary **schools** of Ontario. The Centre develops, produces, and disseminates circulars, guidelines, memoranda, and curriculum resource materials. It also assists branches responsible for research and evaluation, learning resources development, textbooks, and curriculum implementation and review.

### CENTRE FOR SECONDARY AND ADULT EDUCATION

EDUC 11

900 Bay St., Mowat Block, 16th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2666

The Centre for Secondary and Adult Education develops, produces and disseminates circulars, **curriculum** guidelines, memoranda and curriculum resource materials in both English and **French** for the intermediate and senior divisions (grades 9 to 12 and Ontario Academic Courses) to assist school boards in developing programs and courses for the publicly-supported schools of the province. The Centre recommends policies and priorities for grades 9 to 12, Ontario Academic Courses and continuing **education** and provides specialized expertise and practical assistance to branches responsible for research and evaluation, learning resources development, textbooks, and curriculum implementation and reviews. The **Student Guidance Information Service (SGIS)** (965-3592) provides schools with computerized **career** and institutional information to assist pupils in making decisions about their post-secondary education and careers.

### SPECIAL EDUCATION AND PROVINCIAL SCHOOLS BRANCH

EDUC 12

900 Bay St., Mowat Block, 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2662

Special Education Branch advises the Minister of Education on program policy regarding the education of exceptional pupils in elementary and secondary **schools** and schools for the **trainable retarded**. It provides liaison with professional and parent associations and government agencies regarding programs and services for exceptional pupils. **Special education** resource materials are planned and produced to assist school board personnel in developing programs and services. The branch also assists in the development of guidelines for **special education** additional qualifications courses offered by the faculties of education.

Education programs are provided in Schools for the Blind and Deaf, Demonstration Schools for the Learning Disabled, and Training Schools. The schools offer educational

programs and services to a variety of client populations, including school boards, teachers and pupils, where direct participation of the provincial government is appropriate to ensure equality of educational opportunity for the pupils served.

The Branch also operates five Regional Schools for Nursing Assistants for the Ministry of Colleges and Universities.

## SPECIAL EDUCATION AND PROVINCIAL SCHOOLS BRANCH

EDUC 13

### DEMONSTRATION SCHOOLS

900 Bay St., Mowat Block, 17th Flr.

Queen's Park, Toronto M7A 1L2

416-965-2619

The Demonstration Schools (965-2662), listed below, are residential and are designed for **children** with severe **learning disabilities** and **language** learning disorders, who cannot otherwise receive an appropriate education from their local school boards. The Trillium and Sagonaska Schools are for English-speaking pupils while Centre Jules Leger is for French-speaking students.

The Demonstration Schools provide resource assistance to local school boards which operate **school** programs for exceptional students, in-service teacher education programs in instructional techniques and learning materials for board-sponsored personnel.

#### *Trillium School*

347 Ontario St. S.

**Milton L9T 3X9**

416-878-8428

#### *Sagonaska School*

350 Dundas St. W.

**Belleville K8P 1B2**

613-962-8658

#### *Centre Jules Leger*

200 Wilbrod Street

**Ottawa K1N 6L5**

613-234-0166

## SPECIAL EDUCATION AND PROVINCIAL SCHOOLS BRANCH

EDUC 14

### SCHOOLS FOR THE BLIND AND DEAF

900 Bay St., Mowat Block, 17th Flr.

Queen's Park, Toronto M7A 1L2

416-965-2312

Five **schools** (listed below) provide direct day/residential education programs for the **blind**, **deaf** and **deaf/blind**. The Robarts and E. C. Drury Schools offer five-day instruction, while the Sir James Whitney and W. Ross Macdonald Schools have seven-day residential programming. Centre Jules-Léger provides residential education programs for **Francophone deaf students**.

The Ministry operates a teacher education centre in Belleville for **teachers** of the deaf. The W. Ross Macdonald School, in conjunction with the University of Western Ontario, provides training for teachers of both the blind and the deaf/blind. **French** language teacher training and resource services are supplied by Centre Jules-Léger in conjunction with the University of Ottawa.

The Schools for the Blind and Deaf and Centre Jules-Léger also serve as resource centres for local school boards operating day programs for exceptional pupils, and provide services to parents and other agencies.

*The Sir James Whitney School*  
(Deaf)  
350 Dundas St. W.  
**Belleville K8P 1B2**  
613-962-5361  
TTY/TDD Service 613-962-6566

*The Ernest C. Drury School*  
(Deaf)  
255 Ontario St.  
**Milton L9T 2M5**  
416-878-2851  
TTY/TDD Service 416-878-7195

*The W. Ross Macdonald School*  
(Blind and Deaf/Blind)  
350 Brant Ave.  
**Brantford N3T 3J9**  
519-759-0730

*Centre Jules-Léger*  
200 Wilbrod Street  
**Ottawa K1N 6L5**  
613-234-0166

*The Robarts School*  
(Deaf)  
1090 Highbury Ave.  
Box 7300  
**London N5Y 4V9**  
519-453-4400  
TTY/TDD Service 519-453-4400

*Teacher Training (Deaf)*  
*The Teacher Education Centre*  
350 Dundas St. W.  
**Belleville K8P 1B2**  
613-962-5361

SPECIAL EDUCATION AND PROVINCIAL  
SCHOOLS BRANCH  
TRAINING SCHOOLS

EDUC 15

900 Bay St., Mowat Block, 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-4568

The Branch offers education programs in the Training Schools listed below, which provide **Young Offende** Services and Programs designated as secure custody, temporary detention or secure treatment, under The Child and Family Services Act, 1984.

*Brookside School*  
Box 845  
**Cobourg K9A 4S3**  
416-372-5451

*Sprucedale School*  
Box 606  
**Simcoe N3Y 4L8**  
519-426-3561

*Syl Apps School*  
475 Iroquois Shore Rd.  
**Oakville L6J 5E8**  
416-844-4110

*Cecil Facer School*  
Box 850, Station 'B'  
**Sudbury P3E 4S3**  
705-522-1250

SPECIAL EDUCATION AND PROVINCIAL  
SCHOOLS BRANCH  
REGIONAL SCHOOLS FOR NURSING ASSISTANTS

EDUC 16

900 Bay St., Mowat Block, 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-4568

**Nursing** assistant programs are provided in five regional **schools** listed below.

*The Hamilton School*  
430 York Blvd.  
**Hamilton L8N 1Y5**  
416-529-1187

*The Thunder Bay School*  
1111 Victoria Ave., 2nd Flr.  
**Thunder Bay P7C 1B7**  
807-475-1615

*The London School*  
205 York St., 2nd Flr.  
**London N6A 1B4**  
519-432-7506

*The Toronto School*  
90 Gerrard St. W., 3rd Flr.  
**Toronto M5G 1J6**  
416-965-2131

*The Sudbury School*  
40 Larch St., 3rd Flr.  
**Sudbury P3E 5M7**  
705-673-5001

COMPUTERS IN EDUCATION CENTRE

EDUC 17

900 Bay St., Mowat Block, 24th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-0692

The Computers in Education Centre provides leadership in the development and use of information **technologies** to support the curriculum in Ontario's elementary and secondary **schools**. It assists companies in producing **educational** software licensed for use in Ontario schools and recommends policy on appropriate educational hardware. The Centre offers assistance and advice to **teachers**, administrators and other school board personnel on the effective use of electronic technology for educational purposes at a classroom and board level. It is also responsible for The Computer Studies Curriculum Guideline, including the Ontario Academic Course (OAC).

Part of the Centre is **ONTERIS** (Ontario Education Resources Information System), which develops online databases of research and reports on education, curriculum documents, educational software and other learning materials.

## INDEPENDENT LEARNING CENTRE (ILC)

EDUC 18

909 Yonge St.  
 Toronto M4W 3G2  
 416-965-2657  
 1-800-268-7065 (toll-free from most Ontario areas)  
 To call toll-free from 807 area code  
 ask operator for Zenith 65030

The Independent Learning Centre ( ILC , formerly called Correspondence Education, provides free home-study courses for Ontario residents who wish to obtain credits towards a high school diploma, upgrade basic skills, or study for enjoyment. More than 160 secondary **school** courses are offered in English and **French**. Courses may be started or completed, and certificates and **diplomas** awarded, at any time of the year.

ILC also offers a non-credit **adult** basic **education** program including **English as a Second Language** and literacy courses. An elementary program is provided only for **children** who are unable to attend school due to extended illness, distance from school, or lack of transportation facilities.

For more information, request the 'Student Guide' by phoning, writing or visiting the Independent Learning Centre.

## PROFESSIONAL DEVELOPMENT BRANCH

EDUC 19

900 Bay St., Mowat Block, 18th Flr.  
 Queen's Park, Toronto M7A 1L2  
 416-965-6126

The Professional Development Branch provides registrar services for **teacher** and **student** certification. The Branch administers supervisory officer's examinations and principals' courses. It also operates the **French** Language Professional Fund for teachers.

## ADMINISTRATION

### COMMUNICATION SERVICES BRANCH

EDUC 20

900 Bay St., Mowat Block, 14th Flr.  
 Queen's Park, Toronto M7A 1L2  
 416-965-6407  
 Toll free: 1-800-268-7501  
 Area Code 807 ask  
 operator for Zenith 64140

The branch operates public information programs, stages exhibits and displays in support of Ministry activities and supervises the production of all Ministry publications.

### FINANCIAL SERVICES BRANCH

EDUC 21

900 Bay St., Mowat Block, 20th Flr.  
 Queen's Park, Toronto M7A 1L2  
 416-965-2613

Financial Services Branch provides the Ministry of Education and the Ministry of Colleges and Universities with payroll, accounts payable, expenditure accounting and reporting services. It collects revenues for **federal** cost-sharing programs, student awards receivables and other ministry programs; arranges with Treasury for the transfer of

**grants to school boards colleges and universities** and offers financial advisory services for transfer payment administration to all branches.

#### ADMINISTRATIVE SERVICES BRANCH

EDUC 22

900 Bay St., Mowat Block, 7th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-3966

This Branch provides administrative services to both the Ministry of Education and the Ministry of Colleges and Universities. Responsibilities include purchasing of goods and services, supply management, printing, duplicating and word processing services, mail and transportation services, records management, assets management and maintenance of policy and procedures manuals. The branch provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. The branch is also responsible for office safety supervision.

#### INFORMATION TECHNOLOGY AND SYSTEMS BRANCH

EDUC 23

900 Bay St., Mowat Block, 23rd & 17th Flrs.  
Queen's Park, Toronto M7A 1L2  
416-965-2348

The Information Technology and Systems Branch (965-6649) is responsible for the strategic, tactical and operational planning of the Ministry's information **technology** as well as the investigation, research, development and implementation of new advanced technologies. The Branch provides consulting services and distributed computing support and training, and prepares business cases and opportunity assessments on behalf of individual branches.

Through the **User Application Support Centre** (965-6149), the use of distributed computing and application software packages is promoted and training programs in the use of **computers** and application software are conducted. The Branch is also responsible for providing effective, economical and relevant data processing services to users within the Ministry of Education, the Ministry of Colleges and Universities and the Ministry of Skills Development.

The Systems Services Section (965-1043) offers systems development and maintenance and systems and EDP technical consulting services.

The Operations Services Section (965-3686) offers computer operations, data control, data entry and 5520 support.

#### INTERNAL AUDIT BRANCH

EDUC 24

900 Bay St., Mowat Block, 19th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-3939

Internal Audit Branch (965-3939) monitors operations which have financial consequences in order to maximize their efficiency and effectiveness. It assures compliance with financial policies and guidelines and confirms the integrity of records on which financial and management decisions are based.

## HUMAN RESOURCES BRANCH

EDUC 25

900 Bay St., Mowat Block, 20th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2222

The Human Resources Branch consists of three sections:

The Personnel Administration Section (965-2222) works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their unit. It is responsible for the establishment of Ministry personnel policies and procedures, the creation of appropriate classification and compensation levels for all Ministry employees, staff recruitment, employee counselling, investigation of employee grievances and all matters affecting working conditions and performance. It maintains the Ministry's personnel and employee benefit records, and liaises with the Management Board of Cabinet and Ontario Public Service Employees Union (OPSEU).

The Planning and Development Section (965-5833) coordinates human resources planning and development within the Ministry, which includes the development and maintenance of Leadership Inventory and the implementation of performance appraisal, management and staff development.

The **Equal Opportunity/Affirmative Action** Section (965-2060) coordinates the development, implementation and evaluation of affirmative action policy and program initiatives to improve the status of female employees in the Ministry with the aim of ensuring equal opportunity for women. The Section also liaises with provincial school boards; coordinates the Affirmative Action Incentive Fund which assists Ontario school boards in developing and implementing affirmative action/employment equity programs for their women employees; and works closely with ministry officials involved in ensuring sex equity in curriculum.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's Communication Services Branch.

## EDUCATION RELATIONS COMMISSION

EDUC 26

111 Avenue Rd.  
Toronto M5R 3J8  
416-922-7679

The Education Relations Commission (ERC) was established in 1975 to administer the **collective bargaining** process between **teachers** and **school boards** and to further harmonious relations between the parties. It monitors and assists in negotiations, supervises voting by teachers, provides a common database for collective bargaining, and advises the Lieutenant Governor-in-Council when a strike or a lockout is jeopardizing students' education.

## LANGUAGES OF INSTRUCTION COMMISSION OF ONTARIO

EDUC 27

25 Grosvenor St.  
Toronto M4Y 1A9  
416-965-3155

The Languages of Instruction Commission of Ontario was established to help resolve disputes over the provision of **education** programs in the **language** of a **French** or English minority group. The Commission intercedes in conflicts between **school boards** and their language advisory committees, or language councils and groups of rate payers.

La Commission ontarienne des langues d'enseignement fut créée pour aider à résoudre des mécontentements relatives aux programmes éducatifs offerts dans la langue de la minorité, en français ou en anglais, selon le cas. Ces mécontentements peuvent avoir lieu entre un conseil scolaire et son comité consultatif de langue française ou anglaise, selon le cas; ou encore entre le conseil de l'enseignement en langue française ou anglaise, selon le cas, et des contribuables.

## PROVINCIAL SCHOOLS AUTHORITY

EDUC 28

909 Yonge St.  
Toronto M4W 3G2  
416-965-0466

The Provincial Schools Authority was established under the Provincial Schools Negotiations Act in 1975. The authority is the legal employer of **teachers** in educational programs operated by the Ministries of Correctional Services and Education. It negotiates, on behalf of those ministries, with the organization representing the teachers, who have the same **bargaining** rights as those employed by school boards. The authority is also responsible for the administration of the collective agreement.

## COUNCIL FOR FRANCO-ONTARIAN EDUCATION

EDUC 29

880 Bay St., Ste. 203  
Toronto M7A 1L2  
416-963-1125

The Council for Franco-Ontarian Education advises the Minister of Education and the Minister of Colleges and Universities on all matters concerning the **education** of **Franco-Ontarians** at the elementary, secondary and post-secondary levels.

Le Conseil de l'éducation franco-ontarienne est un organisme consultatif auprès du ministre de l'éducation et du ministre des collèges et universités. Son mandat est de conseiller les ministres sur toutes questions relatives à l'éducation des Franco-Ontariens aux niveaux élémentaire, secondaire et postsecondaire.

## TEACHERS' SUPERANNUATION COMMISSION

EDUC 30

190 Finch Ave. W.  
Willowdale M2R 1M4  
416-226-2700

The Teachers' Superannuation Commission provides **pensions** under the Teachers' Superannuation Act for **teachers** in elementary and secondary fields, who hold a valid Ontario Teaching Certificate. These pensions are provided upon retirement or early retirement because of physical or mental disability. The commission is composed of five people appointed by the Ministry and one member elected from each of the following:

The Ontario Public School Teachers' Federation, Ontario English Catholic Teachers' Association, Association des Enseignants Franco-Ontariens, Ontario Secondary School Teachers' Federation, and Federation of Women Teachers' Association of Ontario.

## ACTS

### ACTS

EDUC 31

The following is a list of Acts administered by the Ministry of Education. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's Legislation Branch or Communications Services Branch.

Education Act

Essex County French-language Secondary School Act, 1977

Lake Superior Board of Education Act, 1976

Ontario Institute for Studies in Education Act

Ontario School Trustees' Council Act

Provincial Schools Negotiations Act

School Boards and Teachers Collective Negotiations Act

School Trust Conveyances Act

Teachers' Superannuation Act

Teaching Profession Act

Leeds and Grenville County Board of Education  
and Teachers Dispute Act, 1981

Wellington County Board of Education  
and Teachers Dispute Settlement Act, 1985

## MINISTRY OF ENERGY

56 Wellesley St. W.

Toronto M7A 2B7

An Advisory Committee on Energy, appointed by an Order in Council in August, 1971, recommended that a separate Ministry for Energy be established which would develop a comprehensive and coordinated energy policy for the Province. At that time, energy matters in Ontario were affected by 38 major acts and 9 ministries were involved to varying degrees. This recommendation was accepted and a new ministry, under the Ministry of Energy Act, was established in 1973.

The following groups, each under the direction of an executive coordinator or equivalent, were part of the new ministry: Energy Technology, Information and Analysis, Legal Services and Conventional Energy. This structure remained until August, 1977, when an Energy Conservation Group was formed. Its functions replaced most of those of the Energy Technology Group, which ceased to exist about a year later. This new group included information service to the public. The Information and Analysis Group, which had provided library services and statistical information rather than general public information, was renamed Strategic Planning and Analysis Group, to avoid confusion and to reflect its changing role.

In October, 1977, the Energy Conservation Group expanded to become the Conservation and Renewable Energy Group. This organization was divided into two groups in 1983.

In February, 1981, the Communications Group was created due to increasing demand for communication services. Staff previously with Conservation and Renewable Energy Groups Information Services unit were merged with other communications staff in the Ministry to allow for more effective planning and delivery of communication services.

In November, 1984, the organization was re-structured. The Ministry is now organized into the following divisions: Policy and Planning, Programs and Technology, Communication and Management Services and Legal Services Branch.

## MINISTRY OF ENERGY

In Toronto, Call 416-965-2459

Elsewhere in Ontario, Ask

Operator for Zenith 80420

## ENERGY 1

The Ministry of Energy ensures that Ontario has an adequate and secure supply of **energy** that meets the needs of Ontario residents and industry, at reasonable prices, in a manner consistent with environmental protection. To fulfill this responsibility, the Ministry works with other ministries, agencies of the government and the energy sector. Functions include: reviewing and advising on energy matters and policy; maintaining liaison between the government and **Ontario Hydro**; coordinating the government's activities; supporting research development and demonstration of energy technologies; promoting effective and efficient use of energy; and intervening before provincial and federal tribunals. The Minister of Energy reports to the Legislature for Ontario Hydro, the **Ontario Energy Board** and the **Ontario Energy Corporation**, which function independently of the Ministry. For general information on this Ministry, call the numbers listed above. The Ministry's programs and agencies are described in the entries that follow.

## LEGAL SERVICES BRANCH

ENERGY 2

56 Wellesley St. W., 12th Flr.  
Toronto M7A 2B7  
416-965-6251

Legal Services Branch counsels the Ministry on legal matters, including the interpretation of statutes and regulations, and the preparation and review of proposed legislation, regulations and other legal documents. It supplies general legal services such as preparing contracts, representing the Ministry before tribunals, etc.. The Legal Services Branch is responsible to the Attorney General's Office.

## COMMUNICATION AND MANAGEMENT SERVICES DIVISION

### COMMUNICATION AND MANAGEMENT SERVICES DIVISION

ENERGY 3

56 Wellesley St. W.  
Toronto M7A 2B7  
416-965-1467

The Division provides communication services for the Ministry and its line components, and promotes effective management of resources. It is divided into the Communication Services Branch and the Management Services group. The Management Services group consists of the Office of the Comptroller, the Staff Services Section, the Information Systems Section, the Evaluation and Audit Office and the Affirmative Action Coordinator.

The reference **library** (965-9174) and **reading room** service the needs of staff and give public access (on an appointment only basis) to Ministry publications, statutes, and some manuals and internal procedures.

### EMPLOYMENT EQUITY/AFFIRMATIVE ACTION PROGRAM

ENERGY 4

56 Wellesley St. W., 9th Flr.  
Toronto M7A 2B7  
416-965-3869

The Ministry's Employment Equity/Affirmative Action Program coordinator assists line managers in developing, promoting and coordinating plans to improve the status of the Ministry's female employees, and ensure equal opportunity for women. Activities include counselling female employees on job-related issues and career goals.

## COMMUNICATION SERVICES BRANCH

ENERGY 5

62 Wellesley St. W., Main Flr.  
Toronto M7A 2B7  
In Toronto, call 416-965-3246  
Elsewhere in Ontario, ask  
Operator for Zenith 80420

The Communication Services Branch provides information on **energy** policy, research, conservation and renewable energy technology etc.. General inquiries should be directed to 965-3246; media inquiries to 965-5237.

The Branch provides corporate communication services to the Minister and senior management in order to promote the Ministry's policies and programs. Activities include the

planning, coordination and production of displays, audio visuals, print materials, seminars, conferences and advertising.

## ENERGY POLICY AND PLANNING DIVISION

### ENERGY POLICY AND PLANNING DIVISION

ENERGY 6

56 Wellesley St. W., 11th Flr.

Toronto, M7A 2B7

In Toronto call 416-965-3246

Elsewhere in Ontario, ask

Operator for Zenith 80420

The Energy Policy and Planning Division is responsible for the development, review and presentation of policies and priorities related to the supply, demand and pricing of all forms of energy. It also handles the analysis and collection of available energy information to provide a framework for policy and program initiatives. The Division is comprised of the Oil and Gas Section; the Electricity Section; the Economics and Forecasts Section and the Finance, Rates and Utilization Section.

### OIL AND GAS SECTION

ENERGY 7

56 Wellesley St. W., 11th Flr.

Toronto M7A 2B7

416-965-3634

The Oil and Gas Section provides analyses and policy advice on issues relating to the supply, distribution and pricing of crude oil, petroleum products, petrochemical feedstocks and natural gas. It represents Ontario's interests before the federal government, other jurisdictions, and regulatory hearings. The section also offers policy advice and analyses on the role, supply and pricing of alternative fuels.

### ELECTRICITY SECTION

ENERGY 8

56 Wellesley St. W., 11th Flr.

Toronto M7A 2B7

416-965-1593

The Electricity Section provides analyses and policy advice relating to the means of generating electricity and its distribution by Ontario Hydro, municipal utilities and the private sector. It represents Ontario's interests before the federal government, other jurisdictions, and regulatory hearings.

The Section also encourages economic development and utilization of indigenous hydraulic resources, and offers policy advice and analysis on the role of alternative electrical generation.

### ECONOMICS AND FORECASTS SECTION

ENERGY 9

56 Wellesley St. W., 11th Flr.

Toronto M7A 2B7

416-965-7939

The Economics and Forecasts Section collects and disseminates statistical information on Ontario's energy situation. It gives advice and prepares analyses on Canadian and international economic developments, and the impact of energy environment changes on the national and provincial economies. This section assists in developing policies on revenue

sharing, taxation, deregulation and pricing of all energy forms. It also forecasts energy prices in Ontario and long-term requirements for oil, gas, coal and electricity.

#### FINANCE, RATES AND UTILIZATION SECTION

ENERGY 10

56 Wellesley St. W., 11th Flr.  
Toronto M7A 2B7  
416-965-0269

The Finance, Rates and Utilization Section provides advice and analyses on the financial impact of changes in the energy environment and policy on government, the energy industry, and the private sector. This section also examines the effect on the energy sector of changes in the business and financial environment, tax policy and program financing. Policy advice and analysis is given on rates, tolls and tariffs for the sale, transportation and distribution of energy, and the efficient use of energy by business, industry and individuals.

#### CONTINGENCY PLANNING SECTION

ENERGY 11

56 Wellesley St. W., 11th Flr.  
Toronto M7A 2B7  
416-965-7818

The Energy Contingency Planning Section provides analyses, policy advice and coordination on the development, maintenance and implementation of an effective provincial contingency plan for a possible future oil shortage. It advocates Ontario's position to the federal government, other provincial governments and municipal governments. This program terminated on March 31, 1987, but the plan will be maintained and updated, as required.

#### PROGRAMS AND TECHNOLOGY DIVISION

##### PROGRAMS AND TECHNOLOGY DIVISION

ENERGY 12

56 Wellesley St. W., 10th Flr.,  
Toronto M7A 2B7

The Programs and Technology Division develops programs and activities to encourage the development and use of conservation, demand management and alternative energy options.

The division maintains expertise; promotes awareness of energy technologies, products and services; and provides assistance to government, municipalities, industry and the general public.

The management of programs and the provision of information is carried out through four operational sections: Consumer and Buildings Conservation Programs; Industry and Transportation Energy Programs; Alternative Energy Development; and Energy Technology Development.

## CONSUMER AND BUILDINGS PROGRAMS SECTION

ENERGY 13

56 Wellesley St. W., 10th Flr.

Toronto M7A 2B7

416-965-4618 Government and Public Institutional

416-965-0959 Consumer Residential

416-965-8190 Municipal/Commercial

416-965-0958 Educational

416-965-6701 Residential and Buildings Technologies

The Section develops and implements **energy conservation** programs for **consumers**, homeowners, public and secondary **schools**, religious and commercial **buildings** and government/public institutional and **municipal** buildings. The Ministry provides **grants** for energy management to government/public institutional and municipal buildings. Services include technical advice, publications, displays, seminars, resource material, **films**, **curriculum** development and teaching aids. The section also deals with energy efficiency in new residential construction.

## INDUSTRY AND TRANSPORTATION PROGRAMS SECTION

ENERGY 14

56 Wellesley St. W., 10th Flr.,

Toronto M7A 2B7

416-965-0297 Codes and Standards

416-965-0840 Ontario Grain Dryer Retrofit Assistance Program

416-965-0840 Greenhouse Energy Efficiency Incentive Program

416-965-2984 Transportation Energy Services Program

416-965-1308 Industrial Energy Services Program

416-965-0840 Agricultural Energy Services Program

416-965-8059 Canada/Ontario Agreement Secretariat

416-965-8059 Industrial Energy Marketing Program

The Industry and Transportation Programs Section develops and implements programs to encourage **energy** efficiency in the private sector. The Ministry provides **grants** through the Energy Support Fund under the **Industrial Energy Services Program**; Energy Monitoring Program, under the **Industrial Energy Marketing Program**; Application Demonstration Program, under the **Agricultural Energy Services Program**; Greenhouse Energy Efficiency Incentive Program and the Ontario Grain Dryer Retrofit Assistance Program. Assistance is also provided by the Industrial Energy Services Program for adoption of energy efficient processes, and by the **Transportation Energy Services Program** for vehicle selection and maintenance, and operating practices. Services include training, technical advice, publications, displays, films, seminars, energy audits and conferences. The Section also administers the Canada/Ontario Agreement on Conservation and Alternative Energy Development.

ALTERNATIVE ENERGY DEVELOPMENT  
SECTION

ENERGY 15

56 Wellesley St. W., 8th Flr.

Toronto M7A 2B7

416-965-0367 Alternative Transportation Fuels

416-965-0758 Energy from Waste

416-965-0758 Energy Efficient Processes

416-965-7037 Electricity Conservation

416-965-0443 Renewable Energy Technologies

416-965-0763 Small Hydro

416-965-0156 Northern Wood Energy Program

The Section assists the private sector in developing **energy conservation technologies** and supply options. Advice, information and **financial assistance** are available to share the risk of specific energy technology development. The section deals with alternative transportation **fuels** including propane, natural gas for vehicles, diesel substitution and methanol blends; production of energy from **waste** and management of a municipal solid waste program; administration of the Northern Ontario Wood Energy Program providing financial assistance to biomass projects; development of alternative electrical technologies such as cogeneration, small hydro, wind power and photovoltaics. In addition, the section is involved with energy efficient processes concerning gas and electrical technologies.

ENERGY TECHNOLOGY DEVELOPMENT  
SECTION

ENERGY 16

56 Wellesley St. W., 10th Flr.

Toronto M7A 2B7

416-965-3478 Electrotechnology

416-965-0309 Fuels Research

416-965-1936 EnerSearch Program

The Section assists **industry** and the **research** community in improving energy efficiency and increasing supply options. Services include technical advice, information, coordination and matching of diverse research activities and industry interest. **Funding assistance** is available through the **EnerSearch Program** and other mechanisms to share the risk of specific **energy** research and development projects. Current priorities are **electro-technology** (including the use of plasma in metallurgy and waste destruction), **microwaves** and other radiant **heat** forms in industrial applications, batteries, fuel cells and hydrogen-related research and development.

Fuels research projects include the preparation of synthetic **fuels** from biomass and ethanol from wood, and the more efficient use of **natural gas** in industrial and transportation applications.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

**ONTARIO ENERGY BOARD**

ENERGY 17

14 Carlton St., 9th Flr.

Toronto M5B 1J2

416-598-4000

The Ontario Energy Board has jurisdiction over **energy** related matters including: regulation of **natural gas** rates; municipal franchise approvals; hydrocarbon pipeline construction and related environmental concerns; **expropriations** for utility access; and control of utility accounting procedures.

No natural gas utility operating in Ontario under the Board's jurisdiction can change its rates, construct certain facilities or enter into franchise agreements with **municipalities** without first obtaining the approval of the Board through the public hearing process.

The Board also acts in an advisory role to the Minister of Energy with regard to **Ontario Hydro**, to the Minister of Natural Resources respecting certain oil and gas production concerns; and to the Lieutenant Governor-in-Council on other energy matters.

**ONTARIO ENERGY CORPORATION**

ENERGY 18

56 Wellesley St. W., 12th Flr.

Toronto M7A 2B7

416-926-4200

The Ontario Energy Corporation (OEC) was established by the Government of Ontario in 1975 to implement government **energy** policies through **investment** in energy ventures. The Corporation invests in new energy technologies and exploration, primarily with private sector partners. The OEC has established three subsidiary companies through which most of its investments are managed. **Ontario Energy Ventures Ltd.** is a participant in commercially attractive projects which explore creative alternatives to conventional sources of energy or involve new energy technologies. **Ontario Energy Resources Ltd.** is a holding company for the Corporation's 25 per cent interest in **Suncor Inc.** **Onexco Oil & Gas Ltd.** invests in ventures which locate and develop oil and natural gas throughout Ontario and Canada. In addition, the company owns two-thirds of **Trillium Exploration Corporation**, which explores frontier prospects for oil and gas.

The Ontario Energy Corporation is now engaged in the process of winding down operations, and is proceeding with ongoing negotiations for the divestment of existing assets. In the interim, the Corporation is maintaining management and stewardship of its investments, commitments, and revenues in order to ensure the maximization of potential return from the disposal transactions to the shareholder.

**ONTARIO HYDRO**

ENERGY 19

700 University Ave.

Toronto M5G 1X6

416-592-5111

Ontario Hydro supplies electrical **energy** to the people of Ontario indirectly through 316 associated municipal utilities, and directly to more than 779,000 rural customers. The **Ontario Hydro Electrical Inspection Program** (592-3721) provides technical guidance to consultants, contractors, architects, manufacturers and customers on problems concerning installation of **electrical** equipment and adherence to the **Electrical Safety Code Book**. The **Rural Electrical Service and Billing Inquiry Program** (592-3731) answers inquiries on policy and practices from rural services. It operates **Nuclear Communications**

**Centres** in Pickering (416-839-0465), Bruce (519-368-8687) and Darlington (416-623-7122) to provide educational information on **nuclear power** to the public. Ontario Hydro reports to the Legislature through the Minister of Energy. The **Ontario Hydro Public Reference Centre** has information and documentation on **Ontario Hydro**, and general pamphlet material on energy (592-3331). Regional offices are listed below.

93 Bell Farm Rd.  
**Barrie L4M 1H1**  
705-728-5521  
(Georgian Bay Region)

420 Dundas St. E.  
**Belleville K8N 5C3**  
613-966-6502  
(Eastern Region)

1075 Wellington Rd. S.  
**London N6E 1M1**  
519-681-1390  
(Western Region)

590 Graham Dr.  
P. O. Box 3060  
**North Bay P1B 8L4**  
705-472-8000  
(Northeastern Region)

34 Cumberland St. N., Rm. 304  
**Thunder Bay P7A 4L5**  
807-343-3411  
(Northwestern Region)

5760 Yonge St.  
**Willowdale (Metro Toronto) M2M 3T7**  
416-222-2571  
(Central Region)

## ACTS

### ACTS

### ENERGY 20

The following is a list of Acts administered by the Ministry of Energy. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Ministry of Energy Act  
Ontario Energy Board Act  
Ontario Energy Corporation Act  
Power Corporation Act  
Power Corporation Insurance Act  
Rural Hydro-Electric Distribution Act  
Rural Power District Loans Act

## MINISTRY OF THE ENVIRONMENT

135 St. Clair Ave. W.  
Toronto M4V 1P5  
416-323-4321

The Ministry of the Environment's objective is to protect human health and the ecosystem by ensuring that acceptable environmental standards of air, water and land are maintained.

Established on April 1, 1972, by the Ministry of the Environment Act under Part X of An Act To Provide For The Reorganization Of The Government Of Ontario, the Ministry assumed the powers, duties and functions of the Department of the Environment. These responsibilities included air management (abatement, approvals and criteria), meteorology and air quality, phytotoxicology, auto emission control and related laboratories and waste management.

From the Ontario Water Resources Commission (OWRC), the Ministry acquired responsibility for managing quality and quantity of water, including sanitary engineering, industrial wastes, laboratory and research, and providing sewage and water facilities and relative funding. Environmental health services concerning regulation of septic tanks were transferred to the Ministry from the Department of Health.

### DEPUTY MINISTER'S OFFICE

COMMUNICATIONS BRANCH  
135 St. Clair Ave. W., 6th Flr.  
Toronto M4V 1P5  
416-323-4321

MOE 1

This Branch establishes communications policy for the Ministry, provides support to the Minister and Deputy Minister, and offers advice to other branches. Its activities include liaising with the media, answering public inquiries, and producing and distributing publications, news releases and audio-visual materials.

LEGAL SERVICES BRANCH  
135 St. Clair Ave. W., 11th Flr.  
Toronto M4V 1P5  
416-323-4522

MOE 2

Legal Services Branch counsels the Ministry on the interpretation of statutes and regulations, and the preparation and review of proposed legislation, regulations and other legal documents. It also supplies general legal services such as preparing litigation, settling claims and acting at court hearings. The Branch is responsible to the Attorney General's Office.

## CORPORATE RESOURCES DIVISION

### CORPORATE RESOURCES DIVISION

MOE 3

135 St. Clair Ave. W., 14th Flr.  
Toronto M4V 1P5  
416-323-4271

The Division provides financial, administrative, socio-economic and human resource services to the Ministry, and develops and coordinates Ministry policies.

### POLICY AND PLANNING BRANCH

MOE 4

135 St. Clair Ave. W., 12th Flr.  
Toronto M4V 1P5  
416-323-4554

The Policy and Planning Branch coordinates the development of Ministry policy, including socio-economic and financial components. The branch also evolves and maintains strategic and operational planning processes and coordinates scientific **research**.

### HUMAN RESOURCES BRANCH

MOE 5

40 St. Clair Ave. W., 6th Flr.  
Toronto M4V 1M2  
416-323-5058

Human Resources Branch is responsible for human resources planning, the application of appropriate classification and compensation levels for all Ministry positions, staff recruitment and counselling, investigation of employee grievances, job classification, working conditions and performance. The branch coordinates **youth** and special **employment** programs, and provides liaison between the Ministry and the Human Resources Secretariat, Management Board of Cabinet, and Ontario Public Service Employees Union (OPSEU).

The branch also develops the ministry's **safety** policy and training programs, trains staff involved with **pollution controls** and abatement, and administers the **Employment Equity Program**.

### FINANCIAL AND CAPITAL MANAGEMENT BRANCH

MOE 6

135 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1P5  
416-323-4275

The Financial and Capital Management Branch provides financial management and support services to all Ministry of the Environment programs. It is responsible for coordination and control of the management reporting and payment functions and financial management of the Ministry's investment in water and sewage works. This includes the calculation of financing terms, operating costs and grant claims and the billing and collection of revenue for **water** and **sewage** service to municipalities.

## SYSTEMS INFORMATION AND TECHNOLOGY BRANCH

MOE 7

135 St. Clair Ave. W., 3rd Flr.  
Toronto M4V 1P5  
416-323-4598

The Branch provides developmental and operating support for the Ministry's computerized information systems.

## ADMINISTRATIVE SERVICES BRANCH

MOE 8

135 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1P5  
416-323-4242

The Administrative Services Branch provides the following support services: purchasing, assets coordination, accommodation, telecommunications, records management, printing and mailing. The Branch also coordinates the Ministry's activities concerning Freedom of Information and Protection of Individual Privacy legislation.

The technical **library** on the ground floor (965-7978) operates a **reading room** with public access to ministry publications, statutes and some manuals and internal procedures. This library and another located on Resources Road (248-3408) provide technical information on environment-related matters to Ministry staff and members of the public.

## MANAGEMENT AUDIT BRANCH

MOE 9

40 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1M2  
416-323-5131

Management Audit Branch is responsible for the Ministry's audit functions, including review and appraisal of management and financial controls with regard to economy, efficiency and effectiveness.

## FRENCH SERVICES OFFICE

MOE 10

135 St. Clair Ave. W., 6th Flr.  
Toronto M4V 1P5  
416-323-4595

The French Services Office coordinates the planning, development and implementation of Ministry services in French.

## BUREAU DES SERVICES EN FRANCAIS

Le Bureau des services en français est responsable de la planification, du développement et de l'implantation des services en français.

## INTERGOVERNMENTAL RELATIONS AND STRATEGIC PROJECTS DIVISION

### INTERGOVERNMENTAL RELATIONS AND STRATEGIC PROJECTS DIVISION

MOE 11

135 St. Clair Ave. W.  
Toronto M4V 1P5  
416-323-4271

The Intergovernmental Relations and Strategic Projects Division provides a responsive structure to deal with designated issues having a high profile and requiring coordinated and integrated action by the Ministry.

The division coordinates the development of environmental standards for hazardous contaminants and manages the use of pesticides.

### HAZARDOUS CONTAMINANTS BRANCH

MOE 12

135 St. Clair Ave. W., Ste. 100  
Toronto M4V 1P5  
416-323-5095

The Hazardous Contaminants Branch assesses the significance and establishes **standards** for control of hazardous **contaminants**. A consulting and educational service is provided for the use of **pesticides** and other chemicals. The branch liaises with other branches of the Ministry and provincial, federal and overseas agencies and administers the **Pesticides Act** and Regulations.

### HAZARDOUS CONTAMINANTS BRANCH AGRICULTURAL AND INDUSTRIAL CHEMICALS SECTION

MOE 13

135 St. Clair Ave. W., Ste. 100  
Toronto M4V 1P5  
416-323-5095

The Section consists of two units: Biological Agents and Chemical Agents. The Biological Agents Unit ensures the safe and effective use of **pesticides** and provides technical support to the Pesticide Control Program and the Ontario Pesticides Advisory Committee. The unit advises the public on matters related to the control of **pests** and, in conjunction with **municipalities**, provides **grants** for **termite control**.

The Chemical Agents Unit identifies the risk potential of **contaminants** so that the required standards can be set. It provides technical advice and information on industrial **chemicals** to other branches and the public. The unit also liaises with different levels of government on the management of hazardous contaminants.

### HAZARDOUS CONTAMINANTS BRANCH STANDARDS DEVELOPMENT SECTION

MOE 14

135 St. Clair Ave. W., Ste. 100  
Toronto M4V 1P5  
416-323-5095

The Standards Development Section is responsible for the development of comprehensive standards for selected high priority **contaminants**. In addition, the section coordinates the standard setting activities of the Ministry through the Standards Steering Committee.

INTERGOVERNMENTAL RELATIONS OFFICE

MOE 15

135 St. Clair Ave. W., 12th Flr.  
Toronto M4V 1P5  
416-323-5125

This office is responsible for intergovernmental coordination and liaison in the development of external **environmental** policies and programs.

ACIDIC PRECIPITATION IN ONTARIO  
STUDY COORDINATION OFFICE (A.P.I.O.S.)

MOE 16

40 St. Clair Ave. W., 7th Flr.  
Toronto M4V 1M2  
416-323-5051

The **A.P.I.O.S.** Coordination Office was established in 1979 to plan and supervise the science and abatement activities of the multibranch, multidisciplinary Acidic Precipitation In Ontario Study. The overall mandate is to protect Ontario's environment from the detrimental effects of acid precipitation and other air pollutants subject to long range transport. The Coordination Office has responsibility for all aspects of Ontario's **acid rain** program, including policy, science, abatement and legal activities and the provision of **information** to the public.

DETROIT, ST. CLAIR, ST. MARY'S RIVERS  
IMPROVEMENT TEAM

MOE 17

265 Front St. N., Ste. 109  
Sarnia N7T 7X1  
519-336-4030

The Team plans and coordinates the Ministry's activities for future abatement, assessment and monitoring of the Detroit, St. Clair and St. Mary's Rivers and Lake St. Clair. The Team also represents the Ministry on the Bi-National Upper Great Lakes Connecting Channels Study.

NIAGARA RIVER IMPROVEMENT TEAM

MOE 18

119 King St. W., 12th Flr.  
Hamilton L8N 3Z9  
416-521-7640

The Niagara River Improvement Team was formed by the Minister of the Environment in November 1981, to provide a focus for the Ministry's efforts to clean up the Niagara River.

The Team is responsible for monitoring Canadian and American **waste** discharges, and reviewing and recommending changes in discharge permits. It also assesses the environmental effects of waste disposal sites on both sides of the border, and recommends appropriate remedial measures. Activities involve close liaison with Environment Canada, the U.S. Environmental Protection Agency, and the New York State Department of Environmental Conservation.

For further information, contact the Niagara River Coordinator at the above address.

## ENVIRONMENTAL SERVICES DIVISION

AIR RESOURCES BRANCH  
AIR QUALITY AND METEOROLOGY SECTION  
125 Resources Rd., E. Wing  
Rexdale M9W 5L1  
416-235-5765

MOE 19

The Air Quality and Meteorology Section compiles air quality **statistics** from the monitoring instruments across Ontario and prepares reports to assist regional offices in controlling emissions. It also produces the **Air Pollution Index** (235-5785) which informs the public about air quality in Ontario cities. The section conducts mobile air **surveys**, performs atmospheric chemistry **research**, operates the deposition monitoring program to produce information for abating special air pollution problems and **acid rain**, and provides assistance in setting air quality objectives and emission standards.

AIR RESOURCES BRANCH  
EMISSION TECHNOLOGY AND  
REGULATION DEVELOPMENT SECTION  
880 Bay St., 4th Flr.  
Toronto M5S 1Z8  
416-965-5776

MOE 20

The Emission Technology and Regulation Development Section develops the Ministry's air quality criteria, standards, guidelines and regulations. It reviews air quality aspects of **environmental assessment** and **land use** change; develops and maintains expertise on new and existing air pollution control technologies; undertakes source emission measurements; witnesses and evaluates source emission tests done by others and develops source testing codes. The section also administers the environment **research** program related to air **contaminants**, their measurement and impact; coordinates the branch's hazardous contaminants program; assesses air **pollution** in Ontario relating to automotive-derived pollutants and develops ministry strategy for dealing with pollutants. Inspections and emission tests of **vehicles** are performed to ensure compliance with the **Environmental Protection Act** and Regulation 311. Regional offices are listed under the Ministry of the Environment, Operations Division.

AIR RESOURCES BRANCH  
PHYTOTOXICOLOGY SECTION  
880 Bay St., 4th Flr.  
Toronto M5S 1Z8  
416-965-4516

MOE 21

The Phytotoxicology Section investigates complaints and conducts assessment surveys in the vicinity of **industries** for information about **air pollution's** effects on **soils** and **vegetation** (**forests, agricultural crops, ornamental plants**) throughout Ontario for environmental management purposes. It provides technical reports to complainants about alleged sources of pollution for use in negotiating vegetation damage claims. The section conducts experiments in controlled environment facilities to help formulate **air** quality criteria and standards and **researches** the effects of acidic precipitation e.g., **acid rain** on terrestrial systems. Regional offices are listed under Ministry of the Environment, Operations Division.

## LABORATORY SERVICES BRANCH

MOE 22

Resources Rd., Box 213  
 Rexdale M9W 5L1  
 416-235-5743

Laboratory Services Branch provides ministry branches with analytical support for their **environmental assessments** and **pollution control** programs. It participates in planning programs, assists in data interpretation, updates analytical methods and develops procedures for measuring new environmental pollutants. The branch participates in environmental **research** projects aimed at clarifying the interaction of atmospheric and aquatic pollutants with the environment and their effect on human **health**. The Central **Laboratory** in Toronto advises the regional laboratories in Thunder Bay, London and Kingston (addresses listed below).

*Southeastern Regional Laboratory*  
 c/o Kingston Regional Office  
 133 Dalton St., P.O. Box 820  
**Kingston K7L 4X6**  
 613-549-4000

*Northwestern Regional Laboratory*  
 421 James St. S.  
**Thunder Bay P7E 2V6**  
 807-475-1275

*Southwestern Regional Laboratory*  
 c/o London Regional Office  
 985 Adelaide St. S.  
**London N6E 1V3**  
 519-681-3600

## WASTE MANAGEMENT BRANCH

MOE 23

## WASTE MANAGEMENT POLICY SECTION

40 St. Clair Ave. W., 5th Flr.  
 Toronto M4V 1P5  
 416-323-5200

This Branch coordinates programs concerned with the management of industrial and municipal wastes. The Waste Management Policy Section deals with **pollution** by **industry**, including **hazardous waste**, industrial sludges and pretreatment residues, liquid industrial wastes and their treatment and disposition at waste management facilities. It coordinates the waste generator registration program and manifest system under Regulation 309 and related federal-provincial activities. The Section also provides technical support regarding industrial and municipal waste management. It develops and recommends waste management legislation, regulation, policies and other technical programs. Contact regional or district offices listed under Ministry of the Environment, Operations Division, for complaints on related pollution.

## WASTE MANAGEMENT BRANCH

MOE 24

## WASTE REDUCTION SECTION

40 St. Clair Ave. W., 4th Flr.  
 Toronto M4V 1P5  
 416-323-5200

The Waste Reduction Section deals with the development and implementation, through technical and financial support, of **waste** reduction, reuse, **recycling** and recovery (4R)

initiatives. Support includes promotion, market development assistance, **grants** for project development (e.g., **municipal** recycling) and demonstrations.

WASTE MANAGEMENT BRANCH  
SPECIAL WASTE AND INFORMATION SUPPORT SECTION  
40 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1P5  
416-323-5200

MOE 25

This Section deals with the management of special wastes, such as **PCB's** biomedical and **radioactive** wastes, etc., including handling, transportation, processing, storage, disposal and incineration. It develops and revises regulations, standards, guidelines and criteria; acts on applications for listing and delisting of specific wastes; supports regional compliance activities by assisting in the investigation, assessment and operation of special waste sites; operates and maintains the waste generator registration system and the hazardous and liquid industrial waste manifest system; and prepares reports on waste manifest information.

WASTE MANAGEMENT BRANCH  
TECHNOLOGY AND SITE ASSESSMENT SECTION  
40 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1P5  
416-323-5200

MOE 26

This Section conducts research and develops **technology** for the treatment and safe disposal of **municipal** and **industrial** wastes (including **hazardous wastes** through high temperature incineration, physical/chemical treatment, biological treatment, solidification, etc.). The section also develops technology and produces guidelines for the design, siting and operation of **landfills**; evaluates complex hydrogeological studies on new landfill proposals; and provides hydrogeological expertise in the investigation of problem **waste** sites.

WATER RESOURCES BRANCH  
ADMINISTRATIVE AND DATA SECTION  
1 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1K6  
416-323-4941

MOE 27

The Administrative and Data Section performs the administrative functions of the branch and coordinates the design, development and implementation of **systems** that store, retrieve and process data related to branch programs.

WATER RESOURCES BRANCH  
LIMNOLOGY SECTION  
Bellwood Acres Rd.  
Dorset P0A 1E0  
705-766-2412

MOE 28

The Limnology Section assesses the interaction between terrestrial and aquatic systems with respect to acidic deposition and the effects of **acidic precipitation** on the aquatic environment. Predictive models are developed to relate anthropogenic stresses to present and future aquatic conditions. **Water** quality studies are carried out on inland **lakes** to

develop management plans and provide a basis for implementing waste source controls and rehabilitation strategies.

**WATER RESOURCES BRANCH  
AQUATIC BIOLOGY SECTION**

MOE 29

1 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1K6  
416-323-4941

125 Resources Rd.  
Rexdale M9W 5L1  
416-235-5792

The Aquatic Biology Section coordinates procedures to assess the significance of **hazardous** substances on aquatic life, using both laboratory (MOE Rexdale Laboratory Complex) and field techniques. **Contaminants** (e.g., mercury, PCB) in **fish** are monitored and consumption advice to anglers is made available through the annual publication 'Guide to Eating Ontario Sport Fish' and through telephone inquiries. The section also develops **environmental** protection criteria (provincial water quality objectives) and provides general advice on aquatic environmental contaminants in water, sediment and biota. **Industrial** effluent toxicity testing is carried out by the section. Other procedures are used to assess acute and chronic, lethal and sublethal, mutagenic and genotoxic effects on aquatic organisms.

Staff of the section also investigate causes and methods of control of **algae** and macrophyte problems in acidic and non-acidic lakes. Long-term changes in nutrients and phytoplankton of the nearshore Great Lakes and other inland lakes are measured by low-cost monitoring at municipal water treatment plants. The effects of contaminants on phytoplankton and the uptake of contaminants in filamentous algae are measured in the Great Lakes and inland lakes.

**WATER RESOURCES BRANCH  
GREAT LAKES SECTION**

MOE 30

1 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1K6  
416-323-4941

The Great Lakes Section provides surveillance, investigations and assessments of near-shore areas, embayments, harbours and connecting channels of the **Great Lakes**. Activities include: examining the effect of climatic conditions and pollutant inputs on biological, chemical and physical processes; determining **water** use suitability and interference and investigating trends toward improvement or degradation; warning of emerging problems; recommending abatement measures for the correction of existing problems and prevention of further degradation; assessing the effectiveness of remedial action programs; fulfilling the Canada/Ontario Agreement's requirements for surveillance data; and assisting the International Joint Commission in evaluating progress towards the Canada/U.S. Water Quality Agreement's objectives. The section also coordinates branch activities related to Ontario Hydro.

WATER RESOURCES BRANCH  
DRINKING WATER SECTION

MOE 31

1 St. Clair Ave. W., 3rd Flr.

Toronto M4V 1K6

416-323-4941

The Drinking Water Section's plans, policies and strategies focus on the provision of safe **drinking water**. A data base is maintained and technical advice and support are provided on all aspects of drinking water treatment and distribution and groundwater quality and quantity management. The section initiates, develops, evaluates and implements drinking water and ground water management **research** programs. Through the preparation of reports, technical papers, presentations and participation in the Ministry's Training and Certification Program, the section keeps Ministry staff, other agencies and the public informed about drinking water and ground water management technology.

WATER RESOURCES BRANCH  
WATER AND WASTEWATER MANAGEMENT SECTION

MOE 32

1 St. Clair Ave. W., 7th Flr.

Toronto M4V 1M2

416-323-4941

The Water and Wastewater Management Section provides for the protection of receiving waters from industrial and municipal point sources and urban and rural non-point sources of wastewater discharges and **land** drainage. Pollution control policies, plans, guidelines and strategies are developed. The Section also maintains information databases on **industrial** and **municipal wastewater** treatment facilities and surface water quantity and quality. Specific activities include: receiving water impact assessment, watershed management studies, **pollution** control planning and urban **drainage** management. Contact regional or district offices listed under the Ministry of the Environment, Operations Division.

OPERATIONS DIVISION

OPERATIONS DIVISION

MOE 33

135 St. Clair Ave. W., 14th Flr.

Toronto M4V 1P5

416-323-4271

The Operations Division delivers all Ministry services to municipalities, individuals and corporations through a network of regional, district and sub-offices throughout Ontario as well as four Head Office branches.

The regional offices are organized functionally into three sections. The Abatement Section regulates and controls the amount of **pollutants** emitted by **industries** controls pollution by **municipalities** and individuals; inspects commercial **water** and **sewage** treatment facilities and **waste** disposal sites; conducts special **environmental research** surveys and studies, e.g., **lakes** and **cottages**; administers funds from the **Waste Management Improvement Fund** to upgrade municipal waste disposal sites; and issues **licences** under the pesticides control program. The Utility Operations Section provides assistance to municipalities regarding provincially-funded water and **wastewater** treatment plants. The Technical Support Section conducts monitoring, study and analysis of specific projects and ambient **air**, **land** and water conditions.

There is a regional manager in each regional office in charge of one of the above functions. In all district offices there is one district officer in charge of Abatement. The Ministry offices are listed below. If local office is outside toll-free calling area, ask operator for Zenith 33220 for toll-free service.

## CENTRAL REGION

### *Regional & District Office*

7 Overlea Blvd., 4th Flr.

**Toronto M4H 1A8**

416-424-3000

### *Barrie District Office*

12 Fairview Rd.

**Barrie L4N 4P3**

705-726-1730

### *Muskoka-Haliburton District Office*

**Gravenhurst P0C 1G0**

705-687-3408

### *Peterborough District Office*

139 George St. N.

**Peterborough K9J 3G6**

705-743-2972

### *South Peel Area System*

920 East St.

**Mississauga L5E 1W6**

416-274-6710

### *Halton-Peel District Office*

1226 White Oaks Blvd.

**Oakville L6H 2B9**

416-844-5747

## NORTHEASTERN REGION

### *Regional & District Office*

199 Larch St.

**Sudbury P3E 5P9**

705-675-4501

### *District Office*

1500 Fisher St.

Northgate Plaza

**North Bay P1B 2H3**

705-476-1001

### *Sub-Office*

74 Church St.

**Parry Sound P2A 1Z1**

705-746-2139

### *District Office*

445 Albert St. E.

**Sault Ste. Marie P6A 2JP**

705-949-4640

### *District Office*

83 Algonquin Blvd. W.

**Timmins P4N 2R4**

705-268-3222

## NORTHWESTERN REGION

### *Regional & District Office*

P.O. Box 5000

435 James St. S.

**Thunder Bay P7C 5G6**

Regional Office: 807-475-1205

District Office: 807-475-1315

### *District Office*

P.O. Box 5150

808 Robertson St.

**Kenora P9N 1X9**

807-468-5578

## SOUTHEASTERN REGION

### *Regional Office*

133 Dalton St.

P.O. Box 820

**Kingston K7L 4X6**

613-549-4000

### *Sub-Office*

15 Victoria Ave.

**Belleville K8N 1Z5**

613-962-9208

*District Office*  
4 Montreal Rd., 2nd Flr.  
**Cornwall K6H 1B1**  
613-933-7402

*District Office*  
2378 Holly Lane  
**Ottawa K1V 7P1**  
613-521-3450

*Sub-Office*  
1000 MacKay St.  
**Pembroke K8B 1A3**  
613-732-3643

## **SOUTHWESTERN REGION**

*Regional Office*  
985 Adelaide St. S.  
**London N6E 1V3**  
519-661-2200

*Sub-Office*  
435 Grand Ave. W.  
**Chatham N7L 3Z4**  
519-354-2150

*Sub-Office*  
c/o Ministry of Agriculture & Food  
P. O. Box 688  
**Clinton N0M 1L0**  
519-482-3428

*District Office*  
1180-20th St.  
**Owen Sound N4K 6H6**  
519-371-2901

*District Office*  
265 N. Front St., Ste. 109  
**Sarnia N7T 7X1**  
519-336-4030

*District Office*  
250 Windsor Ave., 6th Flr.  
**Windsor N9A 6V9**  
519-254-2546

## **WEST-CENTRAL REGION**

*Regional & District Office*  
Ontario Government Bldg.  
119 King St. W., 12th Flr.  
P.O. Box 2112  
**Hamilton L8N 3Z9**  
416-521-7640

*District Office*  
400 Clyde Rd.  
P.O. Box 219  
**Cambridge N1R 5W6**  
519-653-1511

*District Office*  
637-641 Niagara St. W.  
**Welland L3C 1L9**  
416-384-9896

## **APPROVALS AND ENGINEERING OFFICE**

MOE 34

135 St. Clair Ave. W.  
Toronto M4V 1P5  
416-323-4483

This office coordinates the activities of the Environmental Approvals and Land Use Planning Branch, Project Engineering Branch, and Environmental Assessment Branch (see other entries for description of programs).

## **ENVIRONMENTAL ASSESSMENT BRANCH**

MOE 35

135 St. Clair Ave. W., 7th Flr.  
Toronto M4V 1P5  
416-323-4629

The Environmental Assessment Branch coordinates the development and administration of the **Environmental Assessment Act** and its regulations. Organizations subject to the

Act, (e.g., municipalities, provincial ministries and agencies, conservation authorities) are required to submit **environmental assessments** of proposed projects, indicating need and basis for selection from a range of alternatives. The branch coordinates reviews of the environmental assessment to inform and advise decision makers, proponents and the public on the acceptability and approvability of the project. Public records containing the environmental assessment and its review are maintained in the branch and are available to the public. The branch provides advice on requirements of the Environmental Assessment Act, as well as opinions on the status of related projects.

## ENVIRONMENTAL APPROVALS AND LAND USE PLANNING BRANCH

MOE 36

### OPERATIONAL SERVICES SECTION

135 St. Clair Ave. W., 9th Flr.

Toronto M4V 1P5

416-323-4483

Within this section, the Land Use Unit (965-6963) advises other government agencies and the private sector on **environmental and land use planning**. It prepares policies and advisory guidelines, provides management with program/executive support for senior committees and special projects, coordinates the Ministry's response to regional development strategies and other proposed land uses, and handles the technical review of **environmental assessments** as input to the Government Review.

The Noise Assessment & Systems Support Unit (965-3071) assists regional and district offices by evaluating the relationship between new or existing land use and **noise** or vibration impacts (e.g., new development proposals, highways, railway, air-craft etc.). It measures and analyzes emissions from sources of environmental noise and vibration and the control and abatement of sources under provincial jurisdiction. Noise and vibration potential from projects subject to the **Environmental Assessment Act** are also reviewed.

The Unit deals with environmental noise, policy development, acoustics criteria and standards. It promotes the Model Municipal Noise Control By-law for adoption by **municipalities** and provides training and certification of municipal noise control officers, municipal land use planners and building department personnel, and plant operators. It also assists the public, consultants, developers, industry and municipal employees by supplying information on the implementation of noise and vibration policies and regulations. This Unit provides the branch with systems support for all computer applications, the implementation of the Local Area Network and program design for Certificates of Approval administration.

## ENVIRONMENTAL APPROVALS AND LAND USE PLANNING BRANCH CONSULTING AND VALUE ENGINEERING SERVICES

MOE 37

135 St. Clair Ave. W., 10th Flr.

Toronto M4V 1P5

416-323-4483

Consulting and Value Engineering Services provides engineering expertise in the review, evaluation and recommendation for approval of complex **industrial waste** control systems. It also reviews and evaluates engineering design submissions of high-cost, complex water and sewage works systems from technical, environmental assessment and economic viewpoints.

The Section provides Terms of Reference for new projects; maintains a cost database for sewage and water works to evaluate projects; reviews and coordinates the **Private Sewage Program Part VII** and the **Boating/Marine Program** under the **Environmental Protection Act**; and coordinates the development of design guidelines and standard specifications for **pollution control** equipment and material (pipes, fittings, etc).

ENVIRONMENTAL APPROVALS AND LAND USE  
PLANNING BRANCH

MOE 38

ENVIRONMENTAL APPROVALS SECTION

135 St. Clair Ave. W., 8th Flr.

Toronto M4V 1P5

416-323-4483

The Environmental Approvals Section processes applications submitted by the industrial, municipal and private sectors for the establishment of **municipal** and **industrial** liquid effluent treatment works, potable **water** supplies, treatment and distribution facilities, **air** emission control devices, and solid and liquid **waste** landfilling and disposal systems, as required by the Ontario Water Resources Act and the Environmental Protection Act. The section maintains expertise in the field of **pollution control** and treatment and reviews technical designs of the proposed control facilities to ensure compliance with the Province's environmental regulations, criteria and guidelines.

**Licences** are also issued to installers of **septic tanks** and haulers of waste. Industrial, municipal and private sectors should initially contact the regional or district offices listed under Ministry of Environment, Operations Division.

ENVIRONMENTAL APPROVALS AND LAND USE  
PLANNING BRANCH

MOE 39

ADMINISTRATIVE SERVICES SECTION

135 St. Clair Ave. W., 9th Flr.

Toronto M4V 1P5

416-323-4483

This Section provides administrative support services to the Branch.

The Pesticides Licencing Unit offers educational material to applicants for operator and/or exterminator **licences**, schedules examinations and issues licences for the sale and use of **pesticides**.

PROJECT ENGINEERING BRANCH  
PROJECT ENGINEERING SECTION

MOE 40

135 St. Clair Ave. W., 10th Flr.

Toronto M4V 1P5

416-323-4483

The Project Engineering Section coordinates the development and construction of Ministry capital projects, e.g., **water** supply, **sewage** systems and water pollution control facilities for municipalities. It arranges for design work and financial analysis, including details on grants available, calling of **tenders** and award of contracts by the Ministry. The section also administers **grants** for certain sewage and water works to municipalities qualifying under the Ministry's priority rating system and to small communities for upgrading private sewage or water systems. Ontario grants for sewage and water works are administered under the **Canada-Ontario Agreement for Sewage Program (COASP)**. Contact

regional or district offices listed under the Ministry of the Environment, Operations Division.

#### PROJECT ENGINEERING BRANCH

MOE 41

#### CLAIMS, CONTRACTS, SPECIFICATIONS AND AUDIT SECTION

135 St. Clair Ave. W., 11th Flr.

Toronto M4V 1P5

416-323-4483

The Claims, Contracts, Specifications and Audit Section responds to contractual, **lien**, **bond** and insurance-related claims arising out of Ministry capital projects. The Section receives **tenders** for construction contracts and arranges for their execution. It provides representation on committees and drafts wording for national and provincial standards related to **water** and **sewage** works. It also carries out engineering audits of municipal water and sewage works projects funded by Ministry grants.

#### SPILLS ACTION CENTRE

MOE 42

7 Overlea Blvd., 5th Flr.

Toronto M4H 1A8

416-965-9619

1-800-268-6060

The Spills Action Centre, staffed daily on a 24-hour basis, handles the province-wide reporting of spills under Ministry of the Environment Legislation, as well as other off-hour **environmental emergency** calls.

The **Contingency Planning Office** (965-9648), formerly the Emergency Response Coordination Office, promotes planning by industries, municipalities and federal and provincial agencies to control **pollution** caused by emergency spills of contaminants. The Office also handles matters pertaining to Part IX (**Spills Bill**) of the **Environmental Protection Act**.

#### INVESTIGATIONS AND ENFORCEMENT BRANCH

MOE 43

1 St. Clair Ave. W., 9th Flr.

Toronto M4V 1K6

416-323-4831

The Investigations and Enforcement Branch is vested with the responsibility for all aspects of **environmental** enforcement within the Ministry. This mandate encompasses the enforcement of the **Environmental Protection Act**, **Ontario Water Resources Act**, **Environmental Assessment Act** and **Pesticides Act**. The branch complements the abatement and control activities of the Operations Division through effective investigation and enforcement activity.

Regional Offices are listed below.

#### *Central Region*

7 Overlea Blvd., 5th Flr.

**Toronto M4H 1A8**

416-424-3000

#### *West Central Region*

P.O. Box 2112

119 King St. W., 12th Flr.

**Hamilton L8N 3Z9**

416-251-7640

*Southeast Region*  
P.O. Box 820  
133 Dalton St.  
**Kingston K7L 4X6**  
613-549-4000

*Southwest Region*  
985 Adelaide St. S.  
**London N6E 1V3**  
519-661-2200

*Northeast Region*  
199 Larch St., 11th Flr.  
**Sudbury P3E 5P9**  
705-675-4501

*Northwest Region*  
P.O. Box 5000  
435 James St. S., 3rd Flr.  
**Thunder Bay P7C 5G6**  
807-475-1205

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

### ENVIRONMENTAL ASSESSMENT ADVISORY COMMITTEE

MOE 44

1 St. Clair Ave. W., 9th Flr.  
Toronto M4V 1K6  
416-323-4800

This Committee advises the Minister of the Environment, upon request, on matters related to environmental assessment. Applications to designate projects under the **Environmental Assessment Act** are evaluated. The Committee also reviews proposed exemptions from the Act, in relation to public health and safety, environmental impact, and economic necessity.

### ENVIRONMENTAL ASSESSMENT BOARD ENVIRONMENTAL ASSESSMENT ACT

MOE 45

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-323-4086

The Environmental Assessment Board holds public hearings on the impact of major development proposals under the **Environmental Assessment Act (EAA)**. After an **environmental assessment** and the Government's review have been made public, any person (including the Minister of the Environment) can request a hearing by written notice. The Board's decision may be varied or rescinded only by the Minister, with the approval of the Lieutenant-Governor in Council. Hearings are also held under three other statutes. For information, see the other listings under the Ministry of the Environment, Environmental Assessment Board.

### ENVIRONMENTAL ASSESSMENT BOARD ENVIRONMENTAL PROTECTION ACT

MOE 46

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-323-4086

The Environmental Assessment Board holds public hearings on the impact of major

development proposals under the **Environmental Protection Act (EPA)**. Hearings are mandatory to establish or extend sites for the disposal of **hazardous** or hauled liquid industrial **waste**, and discretionary in other cases. The Board subsequently submits its recommendations to the Ministry of the Environment.

**ENVIRONMENTAL ASSESSMENT BOARD  
ONTARIO WATER RESOURCES ACT**

MOE 47

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-323-4086

The Environmental Assessment Board holds public hearings on the environmental impact of major development proposals under the **Ontario Water Resources Act (OWRA)**. Hearings are mandatory for a **municipality** to extend its **sewage** works into another municipality or territory, and discretionary for facilities within the municipality. Following a hearing, the Board submits its recommendations to the Minister of the Environment.

**ENVIRONMENTAL ASSESSMENT BOARD  
CONSOLIDATED HEARINGS ACT**

MOE 48

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-323-4086

Under the **Consolidated Hearings Act (CHA)**, the Environmental Assessment Board holds public hearings in conjunction with the Ontario Municipal Board. This occurs when a proposal requires more than one tribunal hearing under the Acts set out in the Schedule to the Consolidated Hearings Act, 1981. The Hearings Registrar must receive written notice from the proponent, specifying the nature of the undertaking, required hearings, and governing Acts. The matter is then referred to the Chairmen of the two boards, who establish a joint board for the hearing. The board's decision can be varied or rescinded only by the Lieutenant-Governor-in-Council.

**ENVIRONMENTAL APPEAL BOARD**

MOE 49

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-323-4806

The Environmental Appeal Board hears appeals on the Ministry or local **health** authorities' decisions in the areas of **water**, **waste** and **sewage** disposal, **air** and **noise pollution**, and **pesticides**. Hearings are held in accordance with the **Ontario Water Resources Act** and the **Environmental Protection Act**.

ONTARIO WASTE MANAGEMENT  
CORPORATION

MOE 50

2 Bloor St. W., 11th Flr.

Toronto M4W 3E2

416-923-2918

Toll-free 1-800-268-1179

*Regional Office*

Village Square Mall

Highway 20 and Industrial Rd.

Smithville L0R 2A0

416-957-2367

The Ontario Waste Management Corporation (OWMC) was established in 1981 to develop and implement a long-term, province-wide program for the treatment and storage of liquid **industrial** and **hazardous wastes**. OWMC also assists in the reduction, **recycling** and reuse of these wastes. The Corporation developed a five phase plan, called the **Facilities Development Process (FDP)**, to prepare recommendations on sites and facility design proposals under the provisions of the Environmental Assessment Act of Ontario. A key element of the FDP is public consultation. Information and planning decisions are publicized at the end of each phase and the exchange of ideas, comments and opinions is actively encouraged.

In September 1985, the Corporation announced its selection of a preferred site in the Township of West Lincoln, Regional Municipality of Niagara. Study-related activities on this site and vicinity commenced in November, 1985 to assess background potential impacts on socio-economic, agricultural, hydrogeological/geological, transportation, land use and atmosphere factors.

The Corporation, which is completing its submission under the Environmental Assessment Act, also participates in **education** programs to provide information to the public and industry on liquid industrial **waste** management, via audio-visual and printed materials. For more information, contact the Communications Department.

PESTICIDES ADVISORY COMMITTEE

MOE 51

1 St. Clair Ave. W., 9th Flr.

Mailing Address:

135 St. Clair Ave. W., Ste. 100

Toronto M4V 1P5

416-323-4862

This Committee advises the Minister of the Environment on matters pertaining to pesticides. It annually reviews the **Pesticides Act** and Regulation, and government publications respecting pesticides and the **control of pests**. The Committee also recommends classifications for all new **pesticide** products prior to their marketing and use in Ontario; oversees and evaluates the results of a **research** program on pesticides; and publishes an annual report which is available to interested parties upon request. For other Ministry publications on pests and pest control, and information on pesticide licencing, contact the Hazardous Contaminants Coordination Branch, Agricultural and Industrial Chemicals Section.

## RECYCLING ADVISORY COMMITTEE

MOE 52

19 King St. W., 9th Flr.  
Hamilton L8N 3Z9  
416-521-7578

The Recycling Advisory Committee was formed by Government Order-in-Council in 1985 to advise the Minister of the Environment on measures promoting the establishment of multi-material source separation programs. Advice is also provided on matters relating to carbonated soft-drink containers regulations, Ontario Regulations 622, 623 and 633 (Environmental Protection Act, O.Reg. 623/85).

## ENVIRONMENTAL COMPENSATION CORPORATION

MOE 53

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K6  
416-323-4826

The Environmental Compensation Corporation (ECC) is an Ontario Crown Corporation established on November 29, 1985. It handles applications for **compensation** when loss or damage results from spills of **pollutants**. The ECC may authorize appropriate compensation payments for bodily injury, cleanup cost, property damage and economic loss. Spill victims must notify the ECC in writing as soon as possible. Victims include those damaged by a spilled pollutant which they neither owned nor controlled and owners and controllers of the spilled pollutant who were not liable at common law but had to pay compensation under Part IX of the Environmental Protection Act. The ECC has information brochures available to assist victims.

## ACTS

## ACTS

MOE 54

The following is a list of Acts administered by the Ministry of the Environment. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's communications branch.

Consolidated Hearings Act, 1981  
Environmental Assessment Act  
Environmental Protection Act  
Ministry of the Environment Act  
Ontario Waste Management Corporation Act, 1981  
Ontario Water Resources Act  
Pesticides Act

## MINISTRY OF FINANCIAL INSTITUTIONS

555 Yonge St., 9th Flr.

Toronto M7A 2H6

The purpose of the Ministry of Financial Institutions is to consolidate and strengthen the functions pertaining to regulation, supervision and policy direction of financial institutions operating in Ontario.

The ministry covers regulation and policy areas relating to loan and trust companies, insurance companies, credit unions and cooperatives, and the mortgage broker's act and works closely with the Ontario Securities Commission and the Ontario Pension Commission.

### DEPOSIT INSTITUTIONS DIVISION

#### DEPOSIT INSTITUTIONS DIVISION

MFI 1

The Deposit Institutions Division consists of two main areas of responsibility, headed by a Director of Credit Unions and Cooperatives, and a Director of Loan and Trust Corporations.

The Superintendent of Deposit Institutions, through regulation and supervision, ensures a high level of ethical business conduct by individuals and organizations operating within Ontario's deposit-taking industry.

#### CREDIT UNIONS AND COOPERATIVES SERVICES BRANCH

MFI 2

555 Yonge St., 8th Flr.

Toronto M7A 2H6

416-963-0515

The Credit Unions and Cooperatives Services Branch, under the Superintendent of Deposit Institutions, administers the provisions of the **Credit Unions and Caisses Populaires Act**, and the **Cooperative Corporations Act**.

The Branch enforces compliance with the Credit Unions and Caisses Populaires Act and through the examination process, ensures that sound business and financial practices are implemented in order to protect the interests of **credit union** and **caisse populaire** members and their deposits. It establishes standards for capital, retained earnings, assets-liabilities matching and levels of liquidity. In addition, it recommends the **incorporation** and dissolution of credit unions and **cooperatives**. Deposits in credit unions and caisses populaires are insured with the **Ontario Share and Deposit Insurance Corporation (OSDIC)** (441-2771).

#### LOAN AND TRUST CORPORATIONS BRANCH

MFI 3

555 Yonge St., 7th Flr.

Toronto M7A 2H6

416-963-3532

The Loan and Trust Corporations Branch, under the Superintendent of Deposit Institutions, administers the provisions of the **Loan and Trust Corporations Act**.

The Branch **licences** and regulates **loan** companies and **trust** companies, and answers

inquiries on deposits and **mortgages**. Deposits are insured with the **Canada Deposit Insurance Corporation**.

## INSURANCE DIVISION

### INSURANCE DIVISION

MFI 4

The Insurance Division, headed by the Superintendent of Insurance, consists of three main areas of responsibility: Insurance Operations Branch; Service Development; and Motor Vehicle Accident Claims Funds.

The Superintendent of Insurance, through regulations and supervision, ensures a high level of ethical business conduct by individuals and organizations operating within Ontario's insurance industry.

### INSURANCE OPERATIONS BRANCH

MFI 5

555 Yonge St., 6th Flr.  
Toronto M7A 2H6  
416-963-0471

The Insurance Operations Branch administers the provisions of the **Guarantee Companies Securities Act, Insurance Act, Investments Contracts Act, Marine Insurance Act, and Prepaid Hospital and Medical Services Act**.

The Branch **licences** and regulates **insurance** companies, agents and adjusters, **investment** contract companies and salespersons, prepaid **hospital** and **medical** associations, **mutual benefit** and **fraternal societies**. It investigates **consumer complaints** related to insurance agents and adjusters (963-0481) and gives advice to policyholders on claims disputes and complaints against insurance companies (963-0471).

### MOTOR VEHICLE ACCIDENT CLAIMS FUND

MFI 6

101 Bloor St. W., 8th Flr.  
Toronto M5S 2Z5  
416-963-0501  
416-963-0532

The Motor Vehicle Accident Claims Fund (MVAC), formerly called the Unsatisfied Judgment Fund, administers the provisions of the **Motor Vehicle Accident Claims Act, and Compulsory Automobile Insurance Act**.

The branch provides automobile **accident compensation** to victims injured by motor vehicles without insurance coverage. In cases of damage to property not insured against vehicle impact (e.g., hydro and telephone poles, self insured municipal property), both the owner and driver of the uninsured vehicle must be identified. A deductible of \$100 applies to all property damage claims.

Effective March 1, 1980, the Compulsory Automobile Insurance Act requires insurance of automobiles operated in Ontario and provision of automobile policies for Uninsured Motorist coverage. Persons covered under the policy must apply to their own automobile insurance company for compensation.

## ONTARIO SECURITIES COMMISSION

### ONTARIO SECURITIES COMMISSION

MFI 7

20 Queen St. W., Ste. 1800

Toronto M5H 3S8

416-597-0681

The Ontario Securities Commission maintains a list of **reporting issuers** and records filings of insider trading, proxy solicitation material, financial statements and take-over bids for the benefit of investors (593-8325). It processes **prospectus** offerings of **securities** and applications for exemption, as well as applications for transfer or release of securities from escrow (593-8255 - Solicitors, 593-8242 - Accountants). The Commission **registers** and investigates **consumer complaints** about **stockbrokers**, their salespersons and **investment** advisers and commodity futures dealers, their salespersons and advisers. It also investigates complaints about actions by companies affecting the value of securities (593-8284) and answers general questions about **commodity** futures trading (593-8279).

The Ontario Securities Commission administers the following legislation: **Commodity Futures Act**; **Deposit Regulations Act**; **Securities Act**; **Toronto Futures Exchange Act, 1983**; **Toronto Stock Exchange Act, 1982**; certain provisions of the **Business Corporations Act, 1982**; and certain provisions of the **Corporations Act**.

## PENSION COMMISSION OF ONTARIO

### PENSION COMMISSION OF ONTARIO

MFI 8

101 Bloor St. W., 9th Flr.

Toronto M7A 2K2

416-963-0522

The Pension Commission of Ontario administers the **Pension Benefits Act**, which requires the **registration** and regulation of all private (i.e., company) **pension** plans covering **employees** in Ontario. The Commission also provides information and advice to the general public, pension plan administrators and the pension industry regarding Ontario's legislated requirements for private pension plans. The Commission is not concerned with any of the federal pension plans nor provincial social service programs.

## ACTS

### ACTS

MFI 9

The following is a list of Acts administered by the Ministry of Financial Institutions.

Central Trust Company Act, 1983

Commodity Futures Act

Compulsory Automobile Insurance Act

Cooperative Corporations Act

Credit Unions and Caisses Populaires Act

Crown Trust Company Act, 1983

Deposits Regulation Act

Guarantee Companies Securities Act

Insurance Act

Investment Contracts Act

Loan and Trust Corporations Act

Marine Insurance Act  
Mortgage Brokers Act  
Motor Vehicle Accident Claims Act  
Ontario Credit Union League Limited Act, 1972  
(unconsolidated and unrepealed)  
Ontario Deposit Insurance Corporation Act  
Pension Benefits Act  
Prepaid Hospital and Medical Services Act  
Registered Insurance Brokers Act  
Securities Act  
Toronto Futures Exchange Act, 1983  
Toronto Stock Exchange Act, 1982

## MINISTER RESPONSIBLE FOR FRANCOPHONE AFFAIRS

### OFFICE OF FRANCOPHONE AFFAIRS

FRANC AFF 1

Mowat Block, 6th Flr.

900 Bay St.

Toronto M7A 1C2

416-965-3865

The Office of Francophone Affairs provides the policy framework for the development of French-language initiatives and services throughout the Ontario government. The Office is the prime advisor to the government, through the Minister Responsible for Francophone Affairs and the Premier, on the development and implementation of **French-language services** and on relations with the **Franco-Ontarian** community. The Office offers **grants** to assist community services or activities for francophones. It provides **information** in French on government programs and services through **Renseignements Ontario**, which can be reached by calling 1-800-268-7507 (toll free). For area code 807, call collect 416-965-3865.

### OFFICE DES AFFAIRES FRANCOPHONES

L'Office des Affaires francophones est chargé de l'élaboration des politiques relatives au développement des initiatives et des services en français pour l'ensemble du gouvernement de l'Ontario. L'Office agit en tant que conseiller principal du gouvernement, par le biais du ministre délégué aux Affaires francophones et du premier ministre, dans les domaines du développement et de la mise en oeuvre des services en français et des relations avec la population francophone de l'Ontario. L'Office accorde des subventions afin de contribuer aux services et aux activités communautaires à l'intention des francophones. Il offre également un service d'information en français sur les programmes et les services du gouvernement: Renseignements Ontario peut être rejoint en composant sans frais le 1-800-268-7507. Si votre indicatif régional est 807, composez à frais virés le 416-965-3865.

### ONTARIO FRENCH LANGUAGE SERVICES COMMISSION

FRANC AFF 2

Mowat Block, 4th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1C2

416-965-0598

The Ontario French Language Services Commission has been established for a three year period as part of Bill 8, an Act to provide for **French language services** in the Government of Ontario (Nov. 1986). The Commission reviews the availability and quality of French language services, recommends the designation of public service agencies and their locations and advises on other matters related to francophone services. The Commission is composed of a full-time Chairman and four part-time members, and reports to the Minister Responsible for Francophone Affairs.

### COMMISSION DES SERVICES EN FRANÇAIS DE L'ONTARIO

La Commission des services en français de l'Ontario a été établie pour trois ans à partir de l'adoption du projet de loi 8 en novembre 1986, Loi assurant la prestation de services

en français par le gouvernement de l'Ontario. La Commission doit examiner la disponibilité et la qualité des services en français, recommander la désignation des organismes offrant des services publics et l'ajout à l'annexe de régions désignées, ainsi que faire des recommandations sur la prestation des services en français en général. La Commission se compose d'un président à temps plein et de quatre membres à temps partiel, elle se rapporte au Ministre délégué aux Affaires francophones.

## MINISTRY OF GOVERNMENT SERVICES

Ferguson Block

77 Wellesley St. W.

Queen's Park, Toronto M7A 1N3

Created in 1972 to combine the functions of former departments, including Public Works, the Ministry of Government Services has gradually broadened its responsibilities and mandate over the years.

Today the Ministry is concerned with virtually every aspect of the Ontario Government's 'working environment', from building design and management to office equipment, computers and telecommunications, human resource services, corporate services, purchasing and employee benefits. Clients include all provincial ministries, agencies, boards, commissions and the general public.

Centralized services as diverse as collective purchasing, assets disposal, translation, government mail, central collection and Citizen's Inquiry are available.

The Ministry recently assumed responsibility for the planning and marketing of provincial lands not required by ministries for their program needs and the administration and sale of mortgages available under various provincial housing programs.

Accommodation for the Ontario Government, which accounts for the bulk of the Ministry's budget and staff, includes construction, renovation repairs and maintenance services and leasing of buildings which house government operations.

The Ministry provides information technology services and products, including computers, telephones, data transmission facilities and audio and video technologies. Its three major computer centres, with 6,500 terminals, handle approximately 80 per cent of the government's computing.

The Ministry has 5 divisions, as well as a Communications and Customer Services Branch. The five divisions are: Realty Group, Computer and Telecommunication Services, Corporate Services, Human Resource Services, and Finance and Administrative Services.

Northern Ontario Relocation Program: MGS is responsible for the coordination of the Northern Ontario Relocation Program, a key component of the government's northern economic diversification initiatives. Under the program, the ministry is coordinating the relocation of various head office programs of several ministries to selected northern Ontario communities.

### DEPUTY MINISTER'S OFFICE

#### COMMUNICATIONS AND CUSTOMER SERVICE BRANCH

Ferguson Block, 12th Flr.

77 Wellesley St. W.

Queen's Park, Toronto M7A 1N3

416-965-6683

MGS 1

The Communications and Customer Service Branch provides communications support to the Minister, Deputy Minister and program areas. Internal and external communications activities include communications planning, media liaison, official ceremonies, photo-

graphic services, speech writing and news releases, audio-visual presentation and publications.

Seminars and workshops are held by the branch to assist ministry staff in providing high quality customer service to clients.

The branch is also responsible for the Government of Ontario Art Collection, valued at approximately \$10 million. A curator (965-6824) handles cataloguing of original paintings and sculptures and restoration and **exhibition** of the collection, and serves as a member of the Art Advisory Committee.

The **Media Studio** (965-1164), located in the Legislative Building for the use of Members of Provincial Parliament, reports to the branch.

## FINANCE AND ADMINISTRATIVE SERVICES DIVISION

### FINANCE AND ADMINISTRATIVE SERVICES DIVISION

MGS 2

Ferguson Block, 12th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3

The Division provides the ministry with all aspects of financial and administrative support services and professional expertise. It also holds administrative responsibility for the Office of the Lieutenant Governor, Office Responsible for Women's Issues, Office Responsible for Senior Citizens Affairs and Office Responsible for Disabled Persons, and performs some accounting functions for the Office of the Legislative Assembly and the Ombudsman's Office.

### OPERATIONAL REVIEW OFFICE

MGS 3

Ferguson Block, 12th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-9682

The Operational Review Office assists in the evaluation and formulation of business strategies and provides senior management with an internal, general management consulting service. The goals of the office are to improve the operating strategies/strategic plans of the Ministry's various business units and to increase the overall resource productivity of operations, functions and processes through the provision of high-quality, objective advice.

### ANALYSIS AND PLANNING SECTION

MGS 4

Ferguson Block, 12th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-5690

The Analysis and Planning Section provides a coordinated corporate planning and control service for Ministry management to facilitate the delivery of planning processes and systems. Major functions of the section are the coordination of long-term strategic and short-term operational planning for the Ministry and the development, publication and distribution of policies and procedures. The section liaises with Management Board Secretariat on program and policy matters and is responsible for the analysis and prepar-

ation of Management Board and Cabinet submissions for the Ministry. The section is also responsible for the Ministry's M.B.R. (Management by Results) and P.E.S. (Performance Evaluation System), designed to measure the operational performance of Ministry programs.

#### SYSTEMS BRANCH

MGS 5

Ferguson Block, 4th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-8801

The Systems Branch is responsible for the development, implementation and maintenance of information **technology** in support of ministry programs. In addition, the branch provides internal consulting and advisory services related to information technology.

#### FINANCE AND OFFICE SERVICES BRANCH

MGS 6

Ferguson Block, 9th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-2153

Finance and Office Services Branch provides treasury, comptrollership and administrative services to the Ministry, Office of the Lieutenant Governor, Office Responsible for Women's Issues, Office Responsible for Disabled Persons, and Office Responsible for Senior Citizens Affairs. The Branch also performs reporting functions for the Office of the Legislative Assembly and Office of the Ombudsman.

Financial services include general accounting functions, budget control, financial management advisory services to senior management, payroll, accounts payable, accounts receivable and revenue control. The branch maintains the financial information systems and financial reporting requirements. It also liaises with Management Board of Cabinet, the Office of the Provincial Auditor, other ministries, agencies, boards and commissions on financial matters.

The Office Services Section of the branch offers centralized ministry office services, including purchasing, records management, copy centres, communication services, ministry accommodation services and employee parking.

#### AUDIT BRANCH

MGS 7

Ferguson Block, 8th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-4805

This Branch performs audit functions and provides management with an objective assessment of the internal and management controls under which Ministry programs and activities operate.

**LEGAL SERVICES BRANCH**

MGS 8

Ferguson Block, 3rd Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-1141

Legal services to the Ministry are provided by this branch in the areas of conveyancing and contracts, e.g. the acquisition (including **expropriation**), sale and lease of **land, buildings** negotiation and formulation of building contracts, and contracts for **computer** and other types of services. The branch offers legal opinions to the Ministry on its areas of responsibility, including **Ontario Public Service employees pension** benefits, and provides litigation services in the collection of outstanding accounts.

**HUMAN RESOURCE SERVICES DIVISION****HUMAN RESOURCE SERVICES DIVISION**

MGS 9

The Human Resource Services Division brings together various corporate and internal services to provide an effective and integrated approach to human resource management. Ministry services are addressed by the Personnel Services Branch and the Employment Equity for Women Program, while corporate services are provided by the Employee Benefits and Data Services Branch, the CHRIS Project and the Employee Services Branch.

**EMPLOYMENT EQUITY FOR WOMEN PROGRAM**

MGS 10

Ferguson Block, 8th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-9775

The Employment Equity for Women Program plans, develops and coordinates activities to improve the status of female employees of the Ministry of Government Services, with the aim of ensuring equal opportunity for women.

**CHRIS PROJECT**

MGS 11

101 Bloor St. W., 2nd Flr.  
Toronto M5S 1P7  
416-965-6339

The **Corporate Human Resource Information System (CHRIS)** is designed to enhance and streamline existing corporate systems operated by the Ministry of Government Services in the human resource/payroll area. **CHRISNEWS** and **CHRIS Human Resource Planning Pilot Brochure** are publications produced for internal distribution.

**PERSONNEL SERVICES BRANCH**

MGS 12

Ferguson Block, 8th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-7011

Personnel services of this branch include advice to employees and managers and responsibility for establishing appropriate classification and compensation levels for ministry employees, staff recruitment, employee health, human resources planning, training and

development, employee counselling, benefits administration, investigation of employees' grievances and all matters affecting employee working conditions. The branch maintains the Ministry's personnel and employee benefit records; provides liaison between the Ministry, the Human Resources Secretariat and the Ontario Public Service Employees' Union (OPSEU); and ensures that personnel policies and standards outlined by the Secretariat and the Collective Agreement are effectively administered for all employees.

#### EMPLOYEE SERVICES BRANCH

MGS 13

880 Bay St., 5th Flr.

Toronto M7A 1N3

416-965-7350

The Employee Services Branch provides client ministries and agencies with employee counselling, rehabilitation, health and safety services.

Employee Counselling Services (965-5161) offers confidential **counselling** and referral to employees of the **Ontario Public Service (OPS)**. It coordinates an interministerial program of **rehabilitation** services for OPS employees experiencing long-term illness and/or **disability**, gives assistance to OPS employees in making **day care** arrangements for their children (965-9953) and provides training programs and individual consultations to managers, supervisors and **personnel** administrators in dealing with work performance problems.

Employee Health Services (965-6751, Rm. M1-73 Macdonald Block, Queen's Park, Toronto M7A 2C1) provides **health** surveillance programs for employees exposed to designated or **toxic** substances, health promotion and education, and direct health services for employees of the Ontario Public Service at their places of work in Toronto. Confidential assistance is available to employees for prevention and treatment of conditions of ill health, and advice is given to management and employees throughout the Province on occupational health and safety matters. Health Centres are located at the Macdonald Block, Queen's Park; Legislative Building; 1201 Wilson Ave., East Building; 400 University Ave.; 15 Overlea Blvd.; 555 Yonge Street; 2195 Yonge Street; 77 Bloor Street West; 81 Resources Road; 135 St. Clair Ave. West.

The Safety Services Section (965-6517), upon request, provides occupational **safety** services and advice to Ontario Government ministries. Building fire safety inspections are conducted in government owned and leased premises and the section develops plans for the evacuation of government workers from these buildings in cooperation with building occupants. Building air quality testing and monitoring are undertaken, as appropriate, and on request.

#### EMPLOYEE SERVICES BRANCH

MGS 14

#### EMPLOYEE VOLUNTEER PROGRAMS

101 Bloor St. W., 4th Flr.

Toronto M5S 1P7

416-965-6489

Employee Volunteer Programs organizes the Employee United Way campaigns throughout the Province of Ontario. It also coordinates Employee Blood Donor Clinics and the Federated Health campaigns within the Metro Toronto region.

## EMPLOYEE BENEFITS AND DATA SERVICES BRANCH

MGS 15

George Drew Bldg., 14th Flr.  
25 Grosvenor St.  
Toronto M7A 1R1

The Benefits Services Section (965-6861) administers **benefit plans** for employees of the **Ontario Public Service (OPS)** in accordance with the **Public Service Superannuation Act**, the **Superannuation Adjustment Benefits Act** and various insurance contracts. It informs current and retired OPS employees and dependent survivors of the benefits available. The branch is not concerned with family benefits programs, federal or private sector pensions, nor OPS separation benefits.

The Data Services Section (965-6541) operates and maintains the **Integrated Payroll, Personnel and Employee Benefits System (IPPEBS)** and the **Central Attendance Recording System (CARS)** for employees of the Ontario Public Service. Central agencies and all ministries receive a variety of services from the systems including: **pay** lists, cheques, work history data, ministry organization structures, status changes of employees, **pension** contribution data, life **insurance**; **Ontario Health Insurance Plan (OHIP)** information, T-4 income **tax** forms, salary structures and various **statistical** analyses. Inquiries should be directed to Personnel or Payroll branches of the ministry concerned or to special services analysts within the Employee Benefits and Data Services Branch.

## COMPUTER AND TELECOMMUNICATION SERVICES

### COMPUTER AND TELECOMMUNICATION SERVICES

MGS 16

Ferguson Block, 7th, 8th and 12th Flrs.  
77 Wellesley St. W.  
Toronto M7A 1N3  
416-928-3712

Computer and Telecommunication Services assists Ontario government ministries in providing more effective service to the people of Ontario through the application of information technology. For example, Computer and Telecommunication Services **computers** process OHIP payments, provide online information to police departments and support driver and vehicle licencing offices around the province. A variety of telecommunication services are provided, such as operating the voice network and providing teleconferencing facilities. Specialized consulting assistance is also available to customers pertaining to their information **technology** requirements.

Staff work with customers to develop and deliver solutions to their needs and contribute people, facilities and services to this partnership. For general information, call the Manager, User Support (928-3737).

User Support has the capability to provide specialized advice on many aspects of information technology, for example, **office automation**, computerized telephone systems and distributed computer systems (call the Manager, User Support 928-3737).

The Service Desk, a new addition to Computer and Telecommunication Services, is responsible for all inquiries and problems pertaining to mainframe, hardware, software, the Ontario Communications Network, telecommunications, job control language, production, supplies and utilities. Inquiries and any difficulties experienced are tracked from

the time they are reported until they are resolved to the customer's satisfaction (call the **User Support Service Desk** at 963-3900).

To develop skills and understanding, government computer and telecommunication users need to make full use of new information technology. Computer and Telecommunication Services offers a range of computer-related courses, including customized programs (call the Computer and Telecommunication Services **Education Centre** 965-2965).

Mainframe processing, including information storage and printing (printouts), is available from three large computer centres. Security measures to protect data and facilities are included with these services. 'Distributed' processing (mainframe processing on the user's site) is also supported by Computer and Telecommunication Services. Assistance in acquiring and managing such facilities is available. The **software products** necessary to operate these large systems are kept up-to-date by Computer Telecommunication Services, and a variety of specialized software packages is supported to serve the users' needs in database management, **statistical** analysis and financial planning.

These computer facilities, and thousands of individual terminals around the province, are linked by the Computer Telecommunication Services data network (call the Manager, Operations 928-3628). The **Ontario Communications Network** is a telecommunications link between Ontario government offices and provides low-cost calling for government business across Ontario. Associated with this network is a variety of support services. Computer and Telecommunication Services coordinates long-distance telephone bills and telephone servicing, working closely with individual Ministry telephone coordinators.

A major program is underway to install computer-based **telephone** systems in Ontario government offices. These advanced systems provide convenient features at lower cost to the government (call the Manager, Operations - Network Centre 928-3628). Other specialized **telecommunication** services available through Computer and Telecommunication Services include video and audio **teleconferencing** (928-3630), **teletype and facsimile services** (928-3630), and **radio** communication systems (928-3634).

## CORPORATE SERVICES DIVISION

### CORPORATE SERVICES DIVISION

MGS 17

The Corporate Services Division provides a variety of support services to ministries and agencies of the Government and the public by promoting access to government information, coordinating government purchasing activities and delivering certain central common services.

### PURCHASING SERVICES BRANCH SOURCING INFORMATION SERVICE

MGS 18

Ferguson Block, 6th Flr.  
77 Wellesley St. W.  
Toronto M7A 1N3  
416-965-6937

The Purchasing Services Branch maintains an automated **vendor** sourcing service for goods and services purchased by the Ministry of Government Services. It is being developed to provide a one-window registration facility to all vendors who may wish to do business with the Ministry, and is available to other ministries on request.

PURCHASING SERVICES BRANCH  
COLLECTIVE PURCHASING SECTION

MGS 19

Ferguson Block, 6th Flr.  
77 Wellesley St. W.  
Toronto M7A 1N3  
416-965-4751

This Section establishes government-wide standing agreements and standing offers for the **purchase** of commonly used commodities and services by various ministries and agencies. It operates the **Public Tenders Office** (965-1152) to receive **tenders** for government supply contracts.

PURCHASING SERVICES BRANCH  
GOVERNMENT STATIONERY SERVICE

MGS 20

3B-9 Macdonald Block  
Queen's Park, Toronto M7A 2G4  
416-965-7072

Government Stationery Service operates a retail outlet by **purchasing** common **stationery**, office supplies and souvenir products and supplying them on a charge-back basis to government offices throughout the province.

Government Stationery Service also operates a full service Regional Warehouse in Ottawa, serving all government offices in the eastern Ontario region, as well as six **souvenir** shops for personal shopping in government buildings across the Province.

*Regional Warehouse*  
Rideau Centre  
10 Rideau St., Ste. 205  
**Ottawa K1N 9J1**  
613-566-2735

Ontario Government Bldg.  
700 North Christina St.  
**Sarnia N7V 3C2**

Ontario Government Bldg.  
199 Larch St.  
**Sudbury P3E 5P9**

**SOUVENIR OUTLETS**

Ellen Fairclough Bldg.  
119 King St. W.  
**Hamilton L8N 3Z9**

Ontario Government Bldg.  
435 James St.  
**Thunder Bay P7C 5G6**

Ministry of Revenue Bldg.  
33 King St. W.  
**Oshawa L1H 8H5**

Legislative Bldg.  
Main Lobby  
**Queen's Park, Toronto M7A 1A2**

*Access Ontario*  
Rideau Centre  
10 Rideau St.  
**Ottawa K1N 9J1**

PURCHASING SERVICES BRANCH

MGS 21

PRINTING SERVICES

Ferguson Block, 6th Flr.

77 Wellesley St. W.

Queen's Park, Toronto M7A 1N3

416-965-3004

Printing Services handles contracting for all legislative printing including **legislation** (bills and regulations) and the **Ontario Gazette**; purchases printing services from the private sector as required; and offers a **graphic** design service to all ministries. Printing Services also provides an in-house copy centre facility to MGS and other ministries on a charge-back basis.

PURCHASING SERVICES BRANCH

MGS 22

VEHICLE REPAIR AND TRUCKING SECTION

185 Judson St.

Mimico M8A 1A5

416-252-3334

The Vehicle Repair and Trucking Section, on a charge-back basis, maintains and repairs government **motor vehicles** (251-2058) and provides a province-wide **trucking** service (252-3334).

PURCHASING SERVICES BRANCH

MGS 23

ASSETS DISPOSAL SERVICE

185 Judson St.

Mimico M8Z 1A5

416-259-7809

The Assets Disposal Service receives, warehouses and arranges for re-use or disposal of **surplus** furniture, equipment and materials. It periodically organizes 'Cash and Carry' sales of surplus equipment and material for the public and **charitable organizations**.

INFORMATION SERVICES BRANCH

MGS 24

Ferguson Block, 6th Flr.

77 Wellesley St. W.

Toronto M7A 1N3

Information Services Branch provides essential information and related services to client ministries and the public. These include: Government Mail Service (which handles regular mail, mass mail and courier and messenger services); Queen's Park Switchboard; Citizens' Inquiry Bureau (including the Ministry reading room); Access Databases and Directories; the Government Translation Service; the Ontario Government Bookstore (which markets and distributes Ontario government publications); records management and standard forms. The branch is also responsible for developing user applications in the area of computerized retrieval of corporate government information.

These services are described individually in the entries that follow.

INFORMATION SERVICES BRANCH  
INFORMATION SERVICES DEVELOPMENT

MGS 25

Ferguson Block, 6th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-0725

The program is responsible for the analysis, design and development of new services to provide easier public access to government programs and information and to improve the services offered to client ministries. The new methodologies and service improvement projects are conceptualized, developed and tested prior to their implementation within the ongoing service delivery programs of the Corporate Services Division.

This section also operates the government-wide **Standard Forms Program** as a central common service.

INFORMATION SERVICES BRANCH  
ACCESS DATABASES AND DIRECTORIES

MGS 26

Ferguson Block, 6th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-7135

Access Databases and Directories assembles public access information from all ministries, and structures it for use by the government and the public. It supplies information in electronic and print form that identifies and locates Ontario government staff, programs and services.

The online services, which are available to ministries to help answer public inquiries include: **GUIDE**, to locate government offices, services and personnel; **KWICplus**, giving descriptions of government services and programs, and **TOPICS**, with information of current interest and sources of related programs and services offered by provincial, federal and municipal governments and non-government organizations. Government of Ontario Directories published are the Telephone Directory and the KWIC Index to Services. Capabilities exist to **publish** custom **directories**.

The section also coordinates the updates of the Ontario government listings in the **Blue Pages** of all public telephone directories in the province.

INFORMATION SERVICES BRANCH  
RECORDS CENTRE SERVICES

MGS 27

3215 Erindale Station Rd.  
Mississauga L5C 1Y5  
416-279-5493

The Records Centre acts as custodian and provides secure storage and retrieval services to all ministries and agencies for inactive **records**, hard copy, computer tape and microfilm. It maintains liaison with the Archives of Ontario to ensure the safeguarding of records with long-term research significance.

INFORMATION SERVICES BRANCH  
GOVERNMENT MAIL SERVICE

MGS 28

Macdonald Block, 2B-18  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-6902

Government Mail Service is responsible for general **mail service**, providing pick-up and distribution of incoming and outgoing mail to and from the Canada Post Corporation and inter-ministry mail in Metro Toronto. It coordinates the emergency mail service during postal disruptions. This group provides an electronic mail service plus a contractual mail service on a charge-back basis, which includes a mailing list service and a mass mail operation consisting of addressing, labelling, bursting, stripping, folding and inserting mail.

INFORMATION SERVICES BRANCH  
TRANSLATION SERVICE

MGS 29

Ferguson Block, 6th Flr.  
77 Wellesley St. W.  
Toronto M7A 1N3  
416-965-2891

This Section provides **translation** services on a mandatory and/or optional basis to government ministries, designated agencies and the Legislature on a charge-back basis. It also offers a free service for landed **immigrants** who need official **documents** translated into English in order to find work or to pursue their education and training in Ontario. The **French** and English Language Service Sections (965-2891) are at the above address. The **Multilingual** Service Unit (965-1458) is located at Ontario Welcome House, 454 University Ave., Toronto. In addition to the free service mentioned above, it offers translation services for internally available languages or refers clients to qualified private sector translation.

INFORMATION SERVICES BRANCH  
INQUIRY SERVICES

MGS 30

Macdonald Block, Room M1-51  
900 Bay St.  
Queen's Park, Toronto M7A 1N3

The Inquiry Services Section manages the Citizens' Inquiry Bureau, Access Ontario and the **Queen's Park Switchboard** (965-1211) which provides a 24-hour **telephone** switchboard service for the Government of Ontario. It also assists switchboards in London (519-679-7000), Sudbury (705-675-4574) and Thunder Bay (807-475-1285) in providing information to the public.

**Citizens' Inquiry Bureau** (965-3535) is an information and referral service for government programs and services. It serves the public directly and is a backup resource for government offices, MPPs, community information centres, libraries and private organizations. The Citizens' Inquiry Bureau administers **Ontario 20**, a write-in program for clients wishing to access government in languages other than English. The Bureau operates a teletype TTY/TDD service for the **deaf** which allows the hearing impaired to access information on government services and programs. The TTY/TDD service may be reached by calling 965-5130 in Toronto or by dialing 1-800-268-7095 from other provincial locations.

The Bureau also houses the Ministry **reading room** and is responsible for arranging inter-ministerial loans.

**Access Ontario** (Rideau Centre, 10 Rideau St., Ottawa K1N 9J1, 613-566-2721), a storefront Ontario Government **information service** in downtown Ottawa, offers a bilingual information and referral service to telephone, walk-in and written inquiries, and provides a switchboard service to Ontario Government ministries in Ottawa. The Access Centre offers a range of free and priced **publications** and sells Ontario Government **souvenirs**. It displays exhibits on various government and community programs through the year. Outside the Ottawa calling area, ask the operator for Zenith Ontario. For hearing or speech impaired callers, the TTY/TDD number is 566-2761. Access Ontario is open 6 days a week, from 9:30 am to 6:00 pm on Monday, Tuesday, Wednesday and Saturday, and from 9:30 am to 9:00 pm on Thursday and Friday.

## INFORMATION SERVICES BRANCH

MGS 31

### PUBLICATIONS SERVICES

880 Bay St.

Toronto M7A 1N8

Mail Order: 416-965-6015 or

Toll-free 1-800-268-7540

In Area Code 807, ask

Operator for Zenith 67200

Publications Services Section maintains an inventory of Ontario Government **publications** for distribution to the public, other ministries and public libraries through a province-wide library depository system. Publications, including **Hansard**, **Ontario Gazette**, and **legislation** (bills and regulations) can be obtained by personal shopping at the **bookstores** listed below or by mail order from the Publications Services Section, 880 Bay St., 5th Flr., Toronto M7A 1N8. For inquiries regarding personal shopping in Metro Toronto, call the **Ontario Government Bookstore** at 965-2054. For mail order inquiries in Toronto, call 965-6015; from other communities call toll-free 1-800-268-7540; in area code 807 ask operator for Zenith 67200. Prepayment is required: cheques should be made payable to the Treasurer of Ontario. Visa and Mastercard accepted.

### PERSONAL SHOPPING

*Windsor Public Library Bookstore*

850 Ouellette Ave.

**Windsor N9A 4M9**

*Access Ontario*

Rideau Centre

10 Rideau St.

**Ottawa K1N 9J1**

*Renouf Publishing Company*

61 Sparks St.

**Ottawa K1P 5R1**

*Ontario Government Bookstore*

880 Bay St

**Toronto M7A 1N8**

416-965-2054

GENERAL SERVICES BRANCH

MGS 32

George Drew Bldg., 16th Flr.

25 Grosvenor St.

Toronto M7A 1R2

416-965-2905

The General Services Branch provides Ontario Government ministries with operational support services, including Food Services, Government Payments, Collection Services and Insurance and Risk Management. The Official Documents Section is part of this branch. Coordination of the collection of Ontario Public Service employee debts is the responsibility of this branch's administration staff. The services are described individually in the entries that follow.

GENERAL SERVICES BRANCH

MGS 33

FOOD SERVICES SECTION

George Drew Bldg., 1st Flr.

25 Grosvenor St.

Toronto M7A 1R2

416-965-2075

Food Services Section provides policy review and performs an advisory role in support of the delivery of **food** services within most Government occupied buildings. The ongoing operation of food services facilities is the responsibility of the Property Management Division (965-0718).

GENERAL SERVICES BRANCH

MGS 34

GOVERNMENT PAYMENTS SERVICES

George Drew Bldg., 15th & 16th Flrs.

25 Grosvenor St.

Toronto M7A 1R2

416-965-2905

Government Payments Services is responsible for printing **cheques** for the Ontario government, drawn on the **Consolidated Revenue Fund** for most major programs developed by Ontario Government ministries. The bank accounts on which these cheques are drawn are reconciled against the Consolidated Revenue Fund. Cheque writing and issuing is done only upon authorized request of each ministry. For specific inquiries, contact ministry concerned.

GENERAL SERVICES BRANCH

MGS 35

CENTRAL COLLECTION SERVICE

880 Bay St., 5th Flr.

Toronto M7A 1N8

416-965-5195

Central Collection Service collects **debts** owing to the government.

MGS 36

GENERAL SERVICES BRANCH  
 INSURANCE AND RISK MANAGEMENT SECTION  
 George Drew Bldg., 1st Flr.  
 25 Grosvenor St.  
 Toronto M7A 1N3  
 416-965-6254

Insurance and Risk Management **purchases insurance** for the government and advises all Ontario ministries and special purpose bodies on insurance coverage, excluding employee benefits. For information on Ontario government employee benefits, call Employee Benefits and Data Services Branch (965-6861).

MGS 37

GENERAL SERVICES BRANCH  
 OFFICIAL DOCUMENTS SECTION  
 Hearst Block, 3rd Flr.  
 900 Bay St.  
 Queen's Park, Toronto M7A 1N3  
 416-965-5741

The Official Documents Section prepares, records, **microfilms**, searches, and makes copies of Ontario official **documents**, e.g., **land** patents. For details of land patents such as the name of original patentee, date and description of property, contact the Ministry of Natural Resources, Land Management Branch, Titles Section (965-1319). The section **certifies** notarized documents and **affidavits** sent abroad by the public for various purposes. Scrolls Office (965-5733) prepares congratulatory **scrolls** for Ontario citizens, on request, to acknowledge 90th and succeeding birthdays, 50th and succeeding wedding anniversaries, or other significant accomplishments of individuals, municipalities and organizations. It also prepares **Commission Certificates of Appointment** under the Great Seal of the Province of Ontario and the **Privy Seal** of the Lieutenant Governor.

## ASSISTANT DEPUTY MINISTER - REALTY GROUP PROGRAM DEVELOPMENT AND MANAGEMENT DIVISION

MGS 38

CORPORATE MANAGEMENT BRANCH  
 Ferguson Block, 13th Flr.  
 77 Wellesley St. W.  
 Queen's Park, Toronto M7A 1N3  
 416-965-2172

Corporate Management Branch provides strategic policy and program direction in the financial and technological areas of the Realty Group. Staff assist operating branches with program planning and evaluation, resource allocation, budgeting and accounting.

The branch also administers the **Accommodation Management Information Section (AMIS)** which provides information on government-owned and leased premises to all ministries.

## PORTFOLIO MANAGEMENT BRANCH

MGS 39

Ferguson Block, 13th Flr.

77 Wellesley St. W.

Queen's Park, Toronto M7A 1N3

416-965-9989

Through the development and application of strategic planning methods, the Portfolio Management Branch optimizes the provincial government's real estate portfolio of land and buildings for which Government Services is responsible, and provides corporate leadership in developing policies related to owned and leased government accommodation.

Planning expertise and consultation on **accommodation** is provided to all parts of Government Services, provincial ministries and their agencies upon request.

## CLIENT SERVICES BRANCH

MGS 40

Ferguson Block, 13th Flr.

77 Wellesley St. W.

Queen's Park, Toronto M7A 1N3

416-965-3804

The Client Services Branch assists clients in identifying their short and long-term **accommodation** requirements, develops accommodation programs, monitors their execution and evaluates their effectiveness with the client. The branch provides a focus for the marketing of all accommodation programs with client ministries.

The following four branches report directly to the Assistant Deputy Minister - Realty Group.

## LAND MANAGEMENT BRANCH

MGS 41

Ferguson Block, 5th Flr.

77 Wellesley St. W.

Queen's Park, Toronto M7A 1N3

416-965-2155

This Branch performs **appraisals** (965-1442), **surveys** (965-6748), **negotiations** and **expropriations** (965-2070) for the acquisition (965-9217) of real estate.

It provides direct management services (965-2040) for MGS revenue-producing properties, including the North Pickering Site (Land Management Site Office, P.O. Box 190, Highway 7, Green River, Pickering L1V R2A, 683-7611).

The Branch also assists employees of the **Ontario Public Service** transferred to other locations in Ontario in selling their homes under the **Home Owner Employee Relocation Plan** (965-3444).

## LAND MARKETING BRANCH

MGS 42

777 Bay St., 16th Flr.

Toronto M5G 2E5

416-585-6770

The Land Marketing Branch is responsible for the marketing and sale of all provincial **lands** for residential, commercial and industrial development. It develops financial and economic strategies and plans, provides market analysis and markets the lands. The

branch also handles the administration and sale of acquired properties, as well as the **Agricultural Land Sales Program**

#### LAND DEVELOPMENT BRANCH

MGS 43

777 Bay St., 16th Flr.  
Toronto M5G 2E5  
416-965-6016

The Branch is responsible for the planning and development of **lands** where title is held by the Ministry of Government Services.

It seeks approvals under the Planning Act for official plan amendments, zoning by-laws, subdivision agreements and severances. It also manages external consulting and contracting services.

#### MORTGAGE ADMINISTRATION BRANCH

MGS 44

777 Bay St., 15th Flr.  
Toronto M5G 2E5  
416-585-6015

The Mortgage Administration Branch provides administrative support for Ontario Mortgage Corporation (OMC) activities, which include repayment of **mortgages** and leases committed under various government lending programs, the Ontario Renterprise Program and the Ontario Convert-to-Rent Program.

The Corporation is presently disposing of its first mortgages to the mortgagors and private sector financial institutions in accordance with the Treasurer of Ontario's budget announcement in October 1985.

#### PROPERTY MANAGEMENT DIVISION

##### PROPERTY MANAGEMENT DIVISION

MGS 45

Ferguson Block, 13th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-963-1555

The Property Management Division represents the Ministry province-wide through Regional and District offices providing operational maintenance, repair, alterations and construction services to Ontario Government-owned **buildings** information on other ministry services; efficient and effective direction, control and management of the Province's lease portfolio and coordination of new leases on behalf of ministries and agencies.

The Ministry ensures the division's responsiveness to client ministries' accommodation needs by placing responsibility in four Regions: Toronto, Eastern, Western and Northern, which oversee the operations of district and area offices.

**Leasing Services Branch** arranges for appraisals, negotiation, acquisition and payment of rental and adjustment claims for leased **real estate accommodation** from the private sector and municipalities. It provides advisory services, reviews and audits, and arranges for payment of claims (tax and operating) submitted for accommodation (real estate) leased from the private sector. The branch serves most agencies and ministries of the Ontario Government.

**Central Operations Branch** renders divisional administration and support, moving and

elevator services. The Finance and Administration Section provides the financial, administrative and program consolidation required to deliver a decentralized program, and markets all accommodation programs with client ministries. The **Building Services Section** develops policy, standards and guidelines for property and **energy** management within provincially-occupied buildings. It also provides a focus for technical expertise and advice in facilities management.

The Regional District staff have responsibility for the operation, maintenance and repair of building structures, heating, ventilating, air-conditioning and electrical systems. They provide cleaning, **security**, grounds maintenance ( **horticultural** service) and common administrative services in consolidated government office buildings within their geographic area. They also administer **tendering**, supervision of construction of minor capital projects, and alterations and improvements for both leased and government-owned buildings.

Toronto Region provides housekeeping, maintenance and support services to the Lieutenant Governor and the offices of the Premier, the Speaker and Members of Provincial Parliament in the **Legislative Building**.

Guidance and counselling is offered by regional and district office staff to other ministries, contractors and service suppliers, developing a closer communications link between them and the program specialists in Queen's Park. The district offices oversee the day-to-day cafeteria operations, supplier tendering and contract administration for **food** services in provincial court houses and office buildings occupied by government ministries.

Regional and district staff respond to **emergency** situations requiring the protection of staff, the public and government-owned buildings.

*Metro Toronto Regional Office*

880 Bay St. W., 7th Flr.

**Toronto M7A 1R1**

416-965-0700

*Guelph District Office*

53 Victoria Rd. S.

**Guelph N1E 5P7**

519-822-1150

*Queen's Park District Office*

32/34 Grenville St.

**Toronto M7A 1N7**

416-965-6811

*Kemptville District Office*

Concession Rd.

P.O. Bag 2008

**Kemptville K0G 1J0**

613-258-8254

*East Metro District Office*

178 Queen's Quay E.

**Toronto M5A 1B4**

416-965-6034

*Kingston District Office*

1055 Princess St.

P.O. Bag 8000

**Kingston K7L 5A8**

613-545-0386

*West Toronto District Office*

171 Judson St.

**Toronto M8Z 1A4**

416-255-2381

*London District Office*

900 Highbury Ave.

P.O. Box 5452

**London N6A 4L6**

519-453-3550

*Southern Regional Office*

90 Dundas St. W.

**Mississauga L5B 3A1**

416-848-3990

*Orillia District Office*

24 James St. E.  
P.O. Box 790  
**Orillia L3V 6K7**  
705-325-7403

*Northern Regional Office*

199 Larch St.  
**Sudbury P3E 5P9**  
705-675-4176

*North Bay District Office*

1353 Gorman St.  
**North Bay P1B 2Y3**  
705-476-2260

*Sudbury District Office*

Highway 69 S.  
McFarlane Lake  
P.O. Box 2520  
Postal Station A  
**Sudbury P3A 4S9**  
705-522-5166

*Thunder Bay District Office*

500 Algoma St. N.  
P.O. Box 3020  
**Thunder Bay P7B 5G5**  
807-475-1285

*Kenora Area Office*

720 Robertson St.  
P.O. Box 516  
**Kenora P9N 3X8**  
807-468-8918

*Sault Ste. Marie Area Office*

445 Albert St. E.  
**Sault Ste. Marie P6A 2J9**  
705-949-4515

*Timmins Area Office*

Hollinger Lane  
P.O. Box 520  
**Schumacher P0N 1G0**  
705-264-2234

**DESIGN AND CONSTRUCTION DIVISION****DESIGN SERVICES BRANCH**

MGS 46

Ferguson Block, 11th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-2108

Design Services Branch provides advisory and design services and prepares documents for Ontario Government lease-purchase, capital and **accommodation** alteration projects. Part of the interior design consulting function (965-6723) is commissioning works of **art** in government buildings. The Branch provides professional technical assistance to other ministries on barrier free design, **energy** conservation design and problems in construction, alterations, maintenance and operation of **buildings** and institutions.

**CONTRACT MANAGEMENT BRANCH**

MGS 47

Ferguson Block, 11th Flr.  
77 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-0114

Contract Management Branch supplies contractual, **construction** and financial control on capital projects in the provision of **buildings**, **accommodation** and other facilities for government ministries and agencies.

The branch monitors contract documents for capital construction projects, receives tenders and awards contracts. It supervises construction and inspects work to ensure that schedules are met and construction is in accordance with the contract documents (965-

6674). The branch certifies progress payments and monitors cash flow; arranges and supervises occupancy by the client ministry; resolves disputes arising from contractual or technical sources and administers claims under the lien acts.

The Payment Section processes applications for payment on all Ministry construction projects (965-6738); is responsible for sales tax adjustments and ensures all payments are in accordance with the contract documents and the Construction Lien Act.

The Branch maintains liaison with construction and consulting associations and implements new procedures for tendering and operation of construction projects.

#### PROJECT MANAGEMENT BRANCH

MGS 48

Ferguson Block

77 Wellesley St. W.

Queen's Park, Toronto M7A 1N3

This Branch provides project management services for designated projects, based on defined criteria, to ensure: adherence to deadlines and budget; delivery consistent with government and client program needs and requirements; effective overall project accountability and single-window project interface and communications.

#### ACTS

##### ACTS

MGS 49

The following is a list of Acts administered by the Ministry of Government Services. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Flag Act

Floral Emblem Act

Ministry of Government Services Act, R.S.O. 1980 and Amendments

Official Notices Publication Act

Ontario Land Corporation Act

## MINISTRY OF HEALTH

Hepburn Block, 80 Grosvenor St.  
Queen's Park, Toronto M7A 1R3

Created by the Public Health Act of 1882 as the first permanent health care administrative body in the Province, the Ministry of Health was originally known as the Provincial Board of Health of Ontario. The Board remained part of the Department of the Provincial Secretary until 1919 when it was transferred to the Department of Labour under the Minister of Health and Labour. The Provincial Board became the Department of Health in 1925. In 1930, the first Minister of Health was appointed and the Department of Hospitals was established under the new Minister's direction. (Hospitals, sanatoria and mental institutions previously reported to the Provincial Secretary.) The Department of Hospitals was merged, as a division, under the Department of Health in 1934. Insured hospital services were introduced in 1959 and insured physicians' services in 1966; the two were combined under the Ontario Health Insurance Plan (OHIP) in 1972. The Department of Health's name was changed to Ministry of Health in 1971.

The Ministry is responsible for ensuring the good health of the Ontario public by administering such programs as health insurance, care for the mentally ill, extended health care, home care services, the regulation of hospitals and nursing homes and drug benefits. The Ministry also operates psychiatric hospitals and medical laboratories and coordinates ambulance services.

### DEPUTY MINISTER'S OFFICE

#### LEGAL BRANCH

HEALTH 1

Hepburn Block, 10th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1S3  
416-965-2477

Legal services provided to the Ministry by this branch include preparation of contracts, settling claims, appearing at court hearings etc.. The branch counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. The Legal Branch is seconded to the Ministry of Health by the Ministry of the Attorney General.

#### COMMUNICATIONS AND INFORMATION BRANCH

HEALTH 2

Hepburn Block, 9th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1S2  
416-965-5167 Media inquiries  
416-965-3101 General inquiries  
1-800-268-1153 for long distance inquiries

The Communications and Information Branch informs the public, client groups and the media about the Ministry's activities; establishes communications policy; and advises the branches on communications problems. It supports the Minister and the Deputy Minister by liaising with the media, answering public inquiries and producing and distributing publications, news releases and speeches.

Creative Services (965-5811) develops strategies and methods for the Ministry in health

education and health promotion. The section develops proposals and recommendations to promote the best individual and collective levels of health possible. It also maintains contact with other organizations involved in health promotion, such as those within various levels of government, district health councils, local official health agencies and professional and voluntary health organizations, to avoid duplication and to reinforce any deserving efforts undertaken in the field.

## ASSISTANT DEPUTY MINISTER - INSTITUTIONAL HEALTH

### CORPORATE SUPPORT SERVICES

HEALTH 3

Hepburn Block, 10th Flr.  
80 Grosvenor St.  
Toronto M7A 1R3  
416-965-8443

The purpose of this service is to assess and participate in policy and program development for Institutional Health. The effectiveness of current and newly implemented policies and programs is also evaluated. Some examples of the programs handled by this unit include: organ donation and exchange, the dental component of cleft lip and palate, in-vitro fertilization and sexual assault treatment centres.

### NURSING HOMES BRANCH

HEALTH 4

15 Overlea Blvd., 5th Flr.  
Toronto M4H 1A9  
416-963-1038

Nursing Homes Branch is responsible for inspecting and issuing **licences** to **nursing homes** in Ontario to ensure compliance with the Nursing Homes Act, 1972 and provision of care in accordance with residents' needs. **Construction** plans for new nursing homes must be approved by the branch.

Inspections focus on quality and quantity of nursing and personal care provided, adequacy of fire and general **safety** equipment, sanitation and dietary services. The branch investigates all complaints received from the public pertaining to the care of residents and the operation of nursing homes.

Most nursing home residents are eligible for Extended Health Care (EHC) benefits under the Ontario Health Insurance Plan (OHIP). For nursing home inspection, complaints, and a listing of nursing homes in Ontario, contact head office or regional offices, as listed.

*London Regional Office*  
227 Queens Ave., 3rd Flr.  
**London N6A 1J8**  
519-434-1105

*Toronto Regional Office*  
15 Overlea Blvd., 5th Flr.  
**Toronto M4H 1A9**  
416-963-1041

*Ottawa Regional Office*  
10 Rideau St., Ste. 403  
**Ottawa K1N 9J1**  
613-566-2736

## INSTITUTIONAL DIVISION

### INSTITUTIONAL OPERATIONS BRANCH

HEALTH 5

15 Overlea Blvd., 7th Flr.

Toronto M4H 1A9

416-965-8161

The principal function of the Institutional Operations Branch is to ensure the efficient and equitable funding of **health** services within public and private **hospitals**, adults' and children's outpatient **rehabilitation** centres and the **Ontario Cancer Treatment and Research Foundation**, in order to meet both community needs and Ministry standards and guidelines. The **Alternate Payments Program** and **Chiropody Program** are also administered by branch staff.

### CAPITAL PLANNING BRANCH

HEALTH 6

15 Overlea Blvd., 7th Flr.

Toronto M4H 1A9

416-965-8015

The Capital Planning Branch reviews and approves programs and plans for the **construction** and renovation of health care facilities, including active and chronic **hospitals**, crippled children's treatment centres, rehabilitation centres and nursing homes. Capital **grants** are also administered to projects approved under the Public Hospitals Act.

The branch provides consulting services and prepares design standards for the development of efficient and economical health facilities. Contact Information Resources and Services (HEALTH) at 965-8163 for hospital statistics.

The X-ray Inspection Service (7 Overlea Blvd., Toronto M4H 1A8, 963-1035) administers the regulation respecting X-ray safety by registering owners of equipment designed to produce **X-rays** used in the practice of medicine, approving plans for permanent locations and inspecting them. Provisions of this regulation apply only to the healing arts.

## ASSISTANT DEPUTY MINISTER - COMMUNITY HEALTH

### LABORATORY SERVICES BRANCH

HEALTH 7

Box 9000, Terminal 'A'

Resources Rd., Hwy. 401 &amp; Islington Ave.

Toronto M5W 1R5

416-248-3196

Laboratory Services Branch has **public health** laboratories throughout the Province which perform tests to assist in diagnosis, prevention and treatment of **disease**. The Branch serves doctors, hospitals, health units and other ministries, and analyzes **drinking water** for the general public. For drinking water specimen mailing kits, call local public health laboratories, listed below.

The Laboratory Inspection Section (963-1032) issues **licences** and inspects **medical** laboratories to ensure development and maintenance of high standards of medical laboratory services and to encourage the most economical use of available resources. Private and **hospital** laboratories are inspected, as necessary, and facts on all aspects of laboratory operations are gathered. The branch also issues licences to specimen collection centres.

*Public Health Laboratory*  
*Hamilton Psychiatric Hospital*  
250 Fennell Ave. W., Box 2100  
**Hamilton L8N 3R5**  
416-385-5379

*Public Health Laboratory*  
Government Bldg.  
181 Barrie St., Box 240  
**Kingston K7L 4V8**  
613-547-2292

*Public Health Laboratory*  
*London Psychiatric Hospital*  
Box 5704, Terminal 'A'  
850 Highbury Ave.  
**London N6A 4L6**  
519-455-9310

*Public Health Laboratory*  
750 Memorial Ave.  
Box 600  
**Orillia L3V 6K5**  
705-325-7449

*Public Health Laboratory*  
346 Moodie Dr.  
Box 6301, Station 'J'  
**Ottawa K2A 1S8**  
613-828-2442

*Public Health Laboratory*  
*Midwestern Regional Children's*  
*Centre*  
Box 700, Highway #23  
**Palmerston N0G 2P0**  
519-343-3102

*Public Health Laboratory*  
1341 Dobbin Ave., Box 265  
**Peterborough K9J 6Y8**  
705-743-6811

**HEALTH PROMOTION BRANCH**  
Suncor Bldg., 8th Flr.  
56 Wellesley St. W.  
Toronto M7A 2B7  
416-965-9203

*Public Health Laboratory*  
160 McDougall St.  
Box 220  
**Sault Ste. Marie P6A 5L6**  
705-254-7132

*Public Health Laboratory*  
*Sudbury & District Health Unit*  
1300 Paris Cres.  
**Sudbury P3E 3A3**  
705-522-2640  
(Timmins Satellite)

*Public Health Laboratory*  
336 South Syndicate Ave.  
Box 1100, Station 'F'  
**Thunder Bay P7C 4X9**  
807-622-6449

*Public Health Laboratory*  
67 Wilson Ave.  
**Timmins P4N 2S5**  
705-264-9571

*Public Health Laboratory*  
*Central Laboratory*  
Box 9000, Terminal 'A'  
81 Resources Rd.  
Highway 401 & Islington Ave.  
**Toronto M5W 1R5**  
416-248-3171

*Public Health Laboratory*  
3400 Huron Church Rd.  
Box 1616  
**Windsor N9A 6S2**  
519-969-4341

The Health Promotion Branch coordinates and facilitates the development and implementation of **health** promotion in all sectors of the Province. It offers guidance, exper-

tise, data, and consulting services; coordinates Ministry support of community health promotion initiatives; and develops and implements Ministry project and policies. The Branch also provides secretariat support to the Minister's Ontario Implementation Group on Health Promotion and Disease Prevention, chaired by Mr. Steve Podborski.

The Health Promotion Branch does not duplicate the service of the Communications and Information Branch responding to public enquiries for health information.

## COMMUNITY AND PUBLIC HEALTH DIVISION

### COMMUNITY AND PUBLIC HEALTH DIVISION

HEALTH 9

15 Overlea Blvd., 5th Flr.  
Toronto M4H 1A9  
416-963-3581

This division ensures the efficient and effective management of programs in the areas of Community Health and Public Health.

### COMMUNITY HEALTH PROGRAMS BRANCH

HEALTH 10

15 Overlea Blvd., 6th Flr.  
Toronto M4H 1A9  
416-963-1383

The Community Health Programs Branch is responsible for administering the Health Service Organization and Community Health Centre Program, the Home Care Program and Placement Coordination Services.

### COMMUNITY HEALTH PROGRAMS BRANCH

HEALTH 11

#### HOME CARE PROGRAM

15 Overlea Blvd., 6th Flr.  
Toronto M4H 1A9  
416-963-1360/4

The Home Care Program provides services at the community level on a visiting basis to patients who are referred by their physicians and who meet nine eligibility criteria. The basic criterion is requirement of a professional service such as **nursing, physiotherapy, occupational therapy or speech therapy**. Patients may also be eligible for additional services including: **nutritional counselling, medical social work, drugs, medical supplies and equipment, meals on wheels or homemaking**. The two components of Home Care are acute and chronic, and both are available throughout the province. In addition, **School Health Service** which involves nursing, physiotherapy, speech therapy, occupational therapy and nutritional counselling, is available on a visiting basis to **children in school** (as defined by the Education Act), when treatment outside the school setting would disrupt the child's educational program. Referrals should be made to the nearest local Home Care Program; telephone numbers are listed below.

Patient Referral Centre  
c/o Belleville General Hospital  
Dundas St. E.  
**Belleville K8N 5A9**  
613-966-3530

Peel Regional Health Unit  
10 Peel Centre Dr.  
**Brampton L6T 4B9**  
416-791-9400

225 St. Paul Ave., 9th Flr.  
**Brantford N3R 5Z3**  
519-759-7752

c/o Leeds, Grenville &  
Lanark Health Unit  
82 Emma St.  
**Brockville K6V 1S7**  
613-345-0060

460 Brant St.  
**Burlington L7R 4B6**  
416-639-5141

220 Riverview Dr.  
P. O. Box 306  
**Chatham N7M 5K4**  
519-351-9780

London Road, c/o Huronview  
P. O. Box 458  
**Clinton N0M 1L0**  
519-482-3411

1000 Pitt St.  
**Cornwall K6J 3S5**  
613-933-1375

324 Church St.  
**Fort Frances P9A 1E1**  
807-274-9384

125 Delhi St.  
**Guelph N1E 4J5**  
519-823-2550

447 Main St. E.  
**Hamilton L8N 1K1**  
416-523-8600

Medical Centre  
Group Box 89, R.R. 3  
**Huntsville P0A 1K0**  
705-789-8828

Northwestern Health Unit  
1 Ocean Ave. W., R.R. 1  
**Kenora P9N 3W7**  
807-468-6740

221 Portsmouth Ave.  
**Kingston K7M 1V5**  
613-549-1239

6 Tweedsmuir Rd.  
**Kirkland Lake P2N 1H9**  
705-567-9355

108 Angeline St. S.  
**Lindsay K9V 3L5**  
705-324-9165

50 King St.  
**London N6A 5L7**  
519-663-5410

Simcoe County Admin. Bldg.  
**Midhurst L0L 1X0**  
705-722-3344

Regional Municipality of York  
615 Davis Dr., Ste. 202  
**Newmarket L3Y 2Y2**  
416-895-1240

City Hall Tower, 5th Flr.  
200 McIntyre St. E., P. O. Box 450  
**North Bay P1B 8J1**  
705-476-1144

Community Health Services Centre  
301 Golf St.  
**Oshawa L1G 4B2**  
416-723-8531

495 Richmond Rd.  
**Ottawa K2A 4A4**  
613-722-2029

301-920 1st Ave. W.  
**Owen Sound N4K 4K5**  
519-371-2112

Parry Sound District General Hospital  
**Parry Sound P2A 1T3**  
705-746-9321

1217 Pembroke St. E.  
P. O. Box 940  
**Pembroke K8A 7M5**  
613-735-4133

835 Weller St.  
**Peterborough K9J 4Y1**  
705-743-2212

167 Kendall St.  
**Point Edward N7V 4G6**  
519-336-8112

301 Lake St.  
**Sault Ste. Marie P6A 4A9**  
705-949-1650

Simcoe Town Shopping Centre  
Second Level  
150 West St.  
**Simcoe N3Y 5C1**  
519-426-7400

113-115 Cushman Rd., Unit 61  
**St. Catharines L2M 6S9**  
416-684-9441

360 Talbot St., Box 8  
**St. Thomas N5P 1B6**  
519-631-9907

653 West Gore St.  
**Stratford N5A 1L4**  
519-273-2010

Regency Gate  
1760 Regent St. S.  
**Sudbury P3E 3Z8**  
705-522-3460

c/o Green Acres School  
405 West Isabella St.  
**Thunder Bay P7E 5E5**  
807-623-4977

169 Pine St., Postal Bag 2012  
**Timmins P4N 8B7**  
705-267-1181

45 Sheppard Ave. E.  
**Willowdale M2N 5W9**  
416-229-2929

175 Columbia St. W.  
**Waterloo N2L 5Z5**  
519-886-8160

410 Giles Blvd. E.  
**Windsor N9A 4C6**  
519-253-4612

69 Light St., P. O. Box 815  
**Woodstock N4S 8A3**  
519-539-1284

# COMMUNITY HEALTH PROGRAMS BRANCH HEALTH SERVICE ORGANIZATION AND COMMUNITY HEALTH CENTRE PROGRAM

HEALTH 12

15 Overlea Blvd., 6th Flr.  
Toronto M4H 1A9  
416-963-2789

**Health Service Organizations (HSOs)** are physician groups, hospitals and other organizations which receive capitation payment for medical services in lieu of OHIP fee for service. HSOs' capitation payments are on behalf of developed roster populations. If the hospitalization of roster members is less than that of the non-HSO population of their districts, HSOs may also receive a hospital incentive payment. Further information can be obtained by writing to the program at the above address.

The **Community Health Centres (CHCs)** are community-sponsored organizations providing primary health care treatment services to a specified population having a high disease burden, or need for improved access to care. CHC funding is provided through pro-

gram-based budgets developed by the Ministry. CHC program proposals, which must identify the health needs of their population, are reviewed and ranked by District Health Councils. Information on the program can be obtained by writing to the above address.

COMMUNITY HEALTH PROGRAMS BRANCH  
PLACEMENT COORDINATION SERVICES

HEALTH 13

15 Overlea Blvd., 6th Flr.  
Toronto M4H 1A9  
416-963-2789

Placement Coordination Services, started in 1979 and totally funded by the Ministry, provides a single channel to help people requiring placement in long-term **medical** care facilities obtain suitable accommodation and appropriate services. A placement coordination service may be sponsored locally by any recognized planning or service agency. Sponsoring groups must obtain written agreement from the majority of local hospitals, nursing homes and homes for the aged signifying their participation before a program can be funded by the Ministry. Further information can be obtained by writing to the program at the above address.

PUBLIC HEALTH BRANCH

HEALTH 14

15 Overlea Blvd., 5th Flr.  
Toronto M4H 1A9  
416-963-2229

The Public Health Branch provides leadership and support to Ontario's **public health** system through comprehensive consultant support services for Health Units and corporate management, and central epidemiological services for an effective response to outbreaks of disease. The branch also maintains a comprehensive database for health care planning at the Ministry and local levels.

PUBLIC HEALTH BRANCH  
DISEASE CONTROL AND EPIDEMIOLOGY

HEALTH 15

15 Overlea Blvd., 5th Flr.  
Toronto M4H 1A9  
416-963-2238

This office is a comprehensive provincial epidemiology service which collects **statistics** on **disease** trends, including infectious and non-infectious diseases, sexually transmitted diseases, animal diseases with human implications, and various environmental hazards with public health implications.

The office supplies physicians with **vaccines**, **snake** anti-venom, anti **-rabies** treatment and **drugs** for the treatment of **tuberculosis**, leprosy and sexually transmitted or **venereal diseases**. It also provides a consultative service to Medical Officers of Health, private physicians, other ministries and agencies in matters of **disease** control.

PUBLIC HEALTH BRANCH  
PUBLIC HEALTH RESOURCE SERVICE

HEALTH 16

15 Overlea Blvd., 5th Flr.  
Toronto M4H 1A9  
416-963-2232

The Public Health Resource Service is a multi-disciplinary team of public health profes-

sionals who work in close collaboration with local health agencies, federal and municipal governments, universities and professional associations to identify and respond to province-wide **public health** needs. The service provides technically-competent consultative support in the practice of public health to field agencies/organizations in the areas of **nursing, nutrition, public health inspection, family planning, dentistry** and project management and coordination. It also administers the regulation regarding public **swimming pools** under the Health Protection and Promotion Act, including approval of building plans (963-2232). For the delivery of local public health services, contact the local public health unit.

#### OFFICE OF THE CHIEF MEDICAL OFFICER OF HEALTH

HEALTH 17

80 Grosvenor St., 7th Flr.  
Toronto M7A 1R3  
416-965-6302

This office undertakes investigations and studies and provides recommendations for policy and long-range planning to prevent the spread of **disease** and promote and protect **health**. The Chief Medical Officer of Health monitors the organization and delivery of **public health** programs and services provided by local boards of health and, in certain circumstances when directed by the Minister, will act to protect health and ensure the provision of necessary public health programs and services.

#### ASSISTANT DEPUTY MINISTER - POLICY PLANNING AND SYSTEMS

##### FRENCH LANGUAGE HEALTH SERVICES

HEALTH 18

Hepburn Block, 7th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1R3  
416-965-5519

French Language Health Services coordinates the provision of **French language services** to the Ministry of Health and the Franco-Ontarian public.

##### SERVICES EN FRANÇAIS

Le coordonnateur des services en français de ce ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

#### POLICY DEVELOPMENT AND RESEARCH DIVISION

HEALTH 19

Hepburn Block, 8th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1R3  
416-965-6246

The function of this Division is to promote and provide support for corporate planning and policy development. This includes analyzing the **health** care system and its environment from a long-term perspective; developing and implementing health research strategy for the Province; and establishing policy on health professional manpower and research **manpower**. The Division also manages the health **research grants** program,

including the **Provincial Lottery grants**, and directs the **Clinical Education** and underserved area programs

#### UNDERSERVICED AREA PROGRAM

HEALTH 20

15 Overlea Blvd., 6th Flr.

Toronto M4H 1A9

416-963-1176

The Underserved Area Program provides financial incentives to recruit **health** care professionals to practice in areas of the Province designated as underserved. Incentives are offered for **physicians, dentists, physiotherapists and occupational therapists**.

**Bursaries** are available to students attending a Canadian university in the last two years, for a return of service upon graduation in the following fields: medical, dental, physiotherapy, **speech** and **audiology** and occupational therapy.

A mobile dental coach treatment program for elementary school children is provided for remote school communities, especially in northern Ontario.

#### NORTHERN MEDICAL SPECIALIST INCENTIVE PROGRAM

HEALTH 21

15 Overlea Blvd., 6th Flr.

Toronto M4H 1A9

416-963-1176

The Northern Medical Specialist Incentive Program (NMSIP) was established in 1985 to provide **financial incentives** for approved **medical** specialists to locate in Thunder Bay, Sault Ste. Marie, Sudbury, Timmins and North Bay and travel to smaller communities in each district. The program operates under the Ministry of Health Act.

#### INFORMATION AND SYSTEMS DIVISION

##### INFORMATION RESOURCES AND SERVICES BRANCH

HEALTH 22

15 Overlea Blvd., 4th Flr.

Toronto M4H 1A9

416-965-8163

The branch is responsible, to all levels of the **health** care sector engaged in the planning and evaluation process, for the identification, interpretation and provision, in an aggregate form, of health and socio-economic information and **research**. Areas of research include health care utilization, health care payment systems, regional distribution of health care services, and health care **statistics** related to **hospitals** and other **medical** and health care institutions.

**MANAGEMENT SYSTEMS BRANCH**

HEALTH 23

15 Overlea Blvd., 2nd Flr.  
 Toronto M4H 1A9  
 416-965-8029

**INSURANCE SYSTEMS BRANCH**

Macdonald-Cartier Bldg., 5th Flr.  
 Kingston K7L 3J5  
 613-548-6486

The Management Systems and Insurance Systems Branches advise the Ministry and related agencies on all aspects of information and communications technology. They provide **systems development** consulting and data services for a broad range of Ministry needs, including large mainframe-based systems, office technology and micro **computer** based operations. The branches assist in acquiring related services of central agencies in government or obtaining management and systems consulting services, and computer products and services from outside suppliers. They identify opportunities for systems improvement and coordinate the definition and management of systems development, utilizing security and confidentiality safeguards. They also provide ministry information and communications technology strategic plans.

The Management Systems Branch serves the Ministry as a whole, while the Insurance Systems Branch serves the Kingston area programs, specifically the Health Insurance Division (OHIP), Ontario Drug Benefit Program and the Assistive Devices Program.

**DISTRICT HEALTH COUNCIL PROGRAM**

HEALTH 24

15 Overlea Blvd., 6th Flr.  
 Toronto M4H 1A9  
 416-963-0614

District Health Council Program coordinators develop and promote District Health Councils which serve as local **health** planning bodies, coordinating and consolidating health services and planning new programs for their areas. **Volunteers** representing a cross-section of the Ontario population are nominated to the councils at the local level and recommended for appointment by the Minister of Health. The six Area Planning Coordinators act as major Ministry contacts for health planning and coordination of Ministry plans and operations on an area basis. The following is a list of District Health Councils, organized by area and by county:

**CENTRAL EAST AREA**

*Durham Region District*  
 40 King St. W., Ste. 300  
**Oshawa L1H 1A4**  
 416-433-4262

*Metropolitan Toronto District*  
 1246 Yonge St., 3rd Flr.  
**Toronto M4T 1W5**  
 416-922-8820

*Peel District*  
 10 Peel Centre Dr., 1st Flr.  
**Brampton L6T 4B9**  
 416-791-7906

*Haliburton, Kawartha and Pine Ridge District*  
 P. O. Box 544  
**Peterborough K9J 6Z6**  
 705-748-2992

*County of Simcoe District*  
County Administration Bldg.  
**Midhurst L0L 1X0**  
705-726-9300

#### **EASTERN AREA**

*Rideau Valley District*  
1 Abel St., Box 487  
**Smiths Falls K7A 4T4**  
613-283-6980

*Kingston, Frontenac and Lennox &  
Addington District*  
(mailing address)  
P. O. Box 1690  
**Kingston K7L 5J6**  
(office address)  
544 Princess Street  
**Kingston K7L 1C7**  
613-549-5253

*District Health Council of Eastern Ontario*  
340 Pitt Street  
P. O. Box 1478  
**Cornwall K6H 5V5**  
613-933-9585

*Ottawa-Carleton Regional District*  
1355 Bank St., Ste. 304  
**Ottawa K1H 8K7**  
613-523-6000

#### **CENTRAL WEST AREA**

*Brant District*  
233 Colborne St., Ste. 401  
**Brantford N3T 2H4**  
519-756-1330

*Haldimand-Norfolk District*  
101 Nanticoke Creek Pkwy., Box 5081  
**Townsend N0A 1S0**  
519-587-2231

*Halton District*  
700 Dorval Dr., Ste. 503  
**Oakville L6K 3V3**  
416-842-2120

*Hamilton-Wentworth District*  
Patterson Bldg.  
Sanatorium Rd., 2nd Flr.  
Main Post Office, Box 2085  
**Hamilton L8N 3R5**  
416-389-1321

*Niagara District*  
1440 Pelham St. S., Box 1059  
**Fonthill L0S 1E0**  
416-892-5771

*Waterloo Region District*  
75 King St. S., Ste. 218  
Waterloo Square  
**Waterloo N2J 1P2**  
519-884-6390

*Wellington-Dufferin District*  
317 Speedvale Ave. E.  
**Guelph N1E 1N3**  
519-836-7440

#### **NORTH EAST AREA**

*Algoma District*  
123 March St., Ste. 405  
**Sault Ste. Marie P6A 2Z5**  
705-942-0200

*Cochrane District*  
119 Pine St. S., Ste. 310  
**Timmins P4N 2K3**  
705-264-9539

*Manitoulin-Sudbury District*  
142 Durham St. S.  
**Sudbury P3E 3M7**  
705-675-5654

*Muskoka-Parry Sound Steering Committee*  
c/o Lorne Tudhope Insurance Brokers  
Ltd.  
24 William St.  
**Parry Sound P2V 1V1**  
705-746-9315

**NORTH WEST AREA***Kenora-Rainy River District*

101 Main St. S.

**Kenora P9N 1T1**

807-468-5683

*Thunder Bay District*

516 Victoria Ave. E., Ste. 1

**Thunder Bay P7C 1A7**

807-623-6131

**SOUTH WEST AREA***Essex County District*

76 University Ave. W., Ste. 207

**Windsor N9A 5N7**

519-256-4568

*Grey-Bruce District*

945 3rd Ave. E., Ste. 5

**Owen Sound N4K 2K8**

519-376-6691

*Kent County District*

75 Thames St.

**Chatham N7L 1S4**

519-351-1162

*Lambton District*

265 N. Front St., Ste. 108

**Sarnia N7T 7X1**

519-337-5485

*Thames Valley District*

826 King St.

**London N5W 2X6**

519-679-9140

**ASSISTANT DEPUTY MINISTER  
ADMINISTRATION, FINANCE AND HEALTH INSURANCE****HUMAN RESOURCES BRANCH****HEALTH 25**

Hepburn Block, 11th Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1R3

416-965-5077

Human Resources Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. The branch establishes ministry personnel policies and procedures, determines appropriate classification and compensation levels for all ministry employees, recruits staff, counsels employees, investigates employee grievances, coordinates the Ministry's **youth employment** program and maintains personnel and employee benefit records. It serves as liaison between the Ministry, the Human Resources Secretariat and the Ontario Public Service Employees Union (OPSEU) and coordinates ministry programs in human resources planning and development, attendance improvement and customer service in an effort to improve service to the public and client groups. It also functions as a staff development resource to the health sector. The branch is regionalized to provide personnel services to all offices of the Ministry in their geographic regions. Regional offices are listed below.

P. O. Box 1050

**Brockville K6V 5W7**

613-345-1461

100 West 5th St.

**Hamilton L9C 3N6**

416-388-2511

752 King St. W.

**Kingston K7L 4X3**

613-546-1101

Box 48 (OHIP)

49 Place d'Armes

**Kingston K7L 5J3**

613-548-6271

850 Highbury Ave.  
**London N6A 4H1**  
519-455-5110

Box 3010  
**North Bay P1B 8L1**  
705-474-1200

Church St.  
**Penetanguishene L0K 1P0**  
705-549-7431

Box 2004  
**St. Thomas N5P 3V9**  
519-631-8510

580 Algoma St. N.  
Box 2930  
**Thunder Bay P7B 5G4**  
807-344-3571

Queen's Park Unit  
11th Flr., Hepburn Block  
**Toronto M7A 1S5**  
416-965-5041

Overlea Unit  
6th Flr., 7 Overlea Blvd.  
**Toronto M4H 1A8**  
416-965-2025

Islington Satellite Unit  
Resources Rd.  
**Toronto M5W 1R5**  
416-248-3018

1001 Queen St. W.  
**Toronto M6J 1H4**  
416-535-8501

Box 613  
**Whitby L1N 5S9**  
416-668-5881

**AUDIT BRANCH**  
7 Overlea Blvd., 2nd Flr.  
**Toronto M4H 1A8**  
416-965-4338

**HEALTH 26**

Audit Branch is responsible for the Ministry's audit functions, which include the review and appraisal of accounting, financial and operating controls within the Ministry and in agencies funded by the Ministry.

**EMPLOYMENT EQUITY PROGRAM**  
7 Overlea Blvd., 6th Flr.  
**Toronto M4H 1A8**  
416-963-0207

**HEALTH 27**

The Employment Equity Program's objective is to improve the status of the Ministry of Health's female employees, with the ultimate goal of ensuring equal opportunity for women in the Ontario government.

## **FINANCE AND ADMINISTRATION DIVISION**

**METRICATION UNIT**  
Hepburn Block, 9th Flr.  
80 Grosvenor St.  
**Toronto M7A 2C6**  
416-965-8025

**HEALTH 28**

The Metrication Unit of the Fiscal Resources Branch coordinates all aspects of **metric conversion** within the Ministry of Health, provides liaison with other jurisdictions and acts as the contact point within the Ministry. Through the provision of training, consulta-

tion, literature and other related information, this office acts as a resource on conversion for **health** care and professional associations, agencies and private sector organizations and institutions.

#### HEALTH BOARDS SECRETARIAT

HEALTH 29

Hepburn Block, Rm. SW-1175  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1R3  
416-965-7285

The Health Boards Secretariat provides administrative support to a number of **health** care appeal and review boards established under Ministry of Health legislation.

The **Health Disciplines Board** handles appeals of decisions by the self-governing colleges of **physicians, dentists, optometrists, pharmacists and nurses** concerning provision of service and registration of members. The **Denture Therapists Appeal Board** reviews **complaints** about registration of denture therapists. Decisions made by the General Manager, Ontario Health Insurance Plan ( **OHIP** concerning billing practices of physicians, chiropractors, dentists and optometrists and payment of subscribers' claims, are appealed through the **Health Services Appeal Board**. The **Health Facilities Appeal Board, Nursing Homes Review Board, and Laboratory Review Board** deal with appeals respecting **licences**. Appeals of Orders concerning unfit premises and suspension of pupils for non-compliance with the **Immunization of School Pupils Act**, are heard by the **Health Protection Appeal Board**. The **Hospital Appeal Board** handles complaints about appointments to hospitals' medical staff; the **Funeral Services Review Board** reviews decisions on licensing of funeral directors and establishments; and the Review Boards under the **Mental Health Act** hear matters concerning the hospitalization and treatment of involuntary **psychiatric** patients. Under the **Criminal Code of Canada**, the **Lieutenant Governor's Board of Review** studies the case of every person detained under a Lieutenant Governor's warrant (i.e., found guilty or unfit to stand trial by reason of insanity) within 6 months of initiation of the warrant and annually thereafter.

#### FINANCE AND ACCOUNTING BRANCH

HEALTH 30

7 Overlea Blvd., 5th Flr.  
Toronto M4H 1A8  
416-963-0937

The branch provides financial information to management; establishes the ministry's accounting policies; manages ministry payment systems and collects ministry revenues. Insurance Accounting Section effects collection and refund of **Ontario Health Insurance Plan (OHIP)** premiums and operates payment systems encompassing hospitals and related facilities, professionals and subscribers for care provided under the Health Insurance Act, and the **Ontario Drug Benefit Program** (965-9337). Central Accounting Section administers payments for suppliers' goods and services, and salaries and payments under special programs such as **Homes for Special Care** and **Extended Health Care** programs (965-1505). The general accounting function includes payroll and expense account services, accounts payable and financial liaison with Management Board of Cabinet, the Provincial Auditor and other government ministries and agencies.

## FISCAL RESOURCES BRANCH

HEALTH 31

Hepburn Block, 9th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 2C6  
416-965-5415

The Fiscal Resources Branch coordinates preparation of the Ministry's estimates and submissions to Management Board, management by results and financial reports. The branch supervises budgetary control and provides financial and management consulting and program evaluation services to assist ministry program managers. It administers ministry funding and monitors the expenditures of **hospitals**, related facilities and several other health care services. These include public, private, and psychiatric hospitals, **home care** agencies, **nursing homes**, ambulance services, local **health** agencies, community **mental health** and **detoxification** programs and clinical education.

## SUPPLY AND SERVICES BRANCH

HEALTH 32

15 Overlea Blvd., 4th Flr.  
Toronto M4H 1A9  
416-963-1070

The Supply and Services Branch provides the Ministry of Health with a wide range of supply and administrative services which include: purchasing (963-1081); reproduction and stationery (963-1018); Ontario **Government Pharmaceutical and Medical Supply** (248-3084); accommodation (963-1025); insurance and claims administration (963-1065); vehicle licensing and parking administration (963-1065); mail and messenger services (965-8288); corporate information resource centre (965-5071); information analysis and development (965-8242); **library** and information services (965-7881); **microrecording** (965-8242); and the Ministry **reading room** (965-7881) which allows public access to Ministry publications, statutes, most manuals and internal procedures.

The branch also supervises a regional administrative and support services program in Kingston, Ontario (613-548-6515) which provides a similar range of services to the Health Insurance Division (OHIP) head office program. Customer service inquiries regarding branch services should be directed to the Manager, Administrative Services at 963-1073.

## ONTARIO DRUG BENEFIT (ELIGIBILITY)

HEALTH 33

Macdonald-Cartier Bldg., 3rd Flr.  
Kingston K7L 5K2  
416-965-9337 (Toronto)  
613-548-6552 (Kingston)

Selected prescribed **drugs** are provided at no charge to: **senior citizens** (65 or older) who receive Old Age Security (OAS) or who have resided in Ontario for the past 12 months and are Canadian citizens or landed immigrants or on Ministerial Permits; and recipients of **Family Benefits (FBA)**, **General Welfare Assistance (GWA)**, **vocational** rehabilitation assistance, and **Homes for Special Care** and **Extended Health Care** benefits. The numbered **Ontario Senior Citizens' Privilege Card** entitles eligible patients to drug benefits. Federal OAS pensioners automatically get this card, although anyone over 65 who meets eligibility requirements may apply. Forms are available at some pharmacies, all OHIP district offices, or by writing: Ministry of Health, Drug Benefit, Box 78, Kingston K7L 5K2. FBA (includes the **blind** and **disabled**), GWA and other recipients are issued

monthly cards. To be eligible as benefits, drugs must, for reasons of quality and cost control, be listed in the **Ontario Drug Benefit Formulary**. In certain circumstances, non-Formulary drugs may be approved via special authorization to the prescriber. The drugs must also be prescribed by a **physician** or **dentist** and be obtained at a participating dispensary in Ontario.

## HEALTH INSURANCE DIVISION (OHIP)

### GENERAL MANAGER'S OFFICE

HEALTH 34

Macdonald-Cartier Bldg.  
49 Place D'Armes, P. O. Box 48  
Kingston K7L 5J3  
613-548-6800

The General Manager is responsible for all programs under this division. The programs are covered under the Health Insurance Act and administered through the Enrolment Services Branch, the Professional Services Branch and the Operations Branch. In addition, the General Manager supervises several units within the Ontario Health Insurance Plan (OHIP) which deal with divisional finances, planning, and program and systems development.

### SPECIAL SERVICES UNIT (OHIP)

HEALTH 35

7 Overlea Blvd., 1st Flr.  
Toronto M4H 1A8  
416-965-1000

This unit is responsible, on the General Manager's behalf, for responding to enquiries about the **Ontario Health Insurance Plan (OHIP)** from the public, members of the provincial legislature and officials from other levels of government.

### OPERATIONS BRANCH

HEALTH 36

Macdonald-Cartier Bldg.  
49 Place d'Armes, P. O. Box 48  
Kingston K7L 5J3  
613-548-6273

The Operations Branch administers nine district and ten information offices, with responsibility for processing claims under the Ontario Health Insurance Plan (OHIP), answering questions about enrolment in OHIP, premium payments, **medical** and **hospital** claims, and providing technical support to physicians and practitioners. Each district office has a fully equipped drop-in centre to demonstrate how claims can be submitted and payments reconciled using a computer.

Direct inquiries to the nearest OHIP office as listed below. In the Metropolitan Toronto area, inquiries received from North York or Etobicoke should be referred to the Mississauga District Office and Scarborough inquiries should be referred to the Oshawa District Office.

*Hamilton District Office*

119 King St. W.

**Hamilton L8P 4T9**

416-521-7100

For toll-free number check the  
blue pages of telephone directory

*Hamilton District Information Office*

235 King St. E.

**Kitchener N2G 4N5**

519-745-8421

If long distance dial

1-800-265-2385

*Hamilton District Information Office*

1043A Second Ave. E.

**Owen Sound N4K 2H8**

519-376-6447

If long distance dial

1-800-265-3190

*Hamilton District Information Office*

59 Church St., 3rd Flr.

**St. Catharines L2R 3C3**

416-682-6658

If long distance dial

1-800-263-4973

*Kingston District Office*

1055 Princess St.

**Kingston K7L 5T3**

613-546-3811

If long distance dial

1-800-267-0933

*London District Office*

227 Queen's Ave.

**London N6A 1J8**

519-433-4561

If long distance dial

1-800-265-4703

*London District Information Office*

452 Christina St. N.

**Sarnia N7T 5W4**

519-337-2348

If long distance dial

1-800-265-1453

*London District Information Office*

1427 Ouellette Ave.

**Windsor N8X 1K1**

519-258-7560

If long distance dial

1-800-265-4840

*Mississauga District Office*

201 City Centre Dr.

**Mississauga L5B 2T4**

416-275-2730

If long distance ask operator

for Zenith 96420

*Oshawa District Office*

Executive Tower

419 King St. W.

**Oshawa L1J 7J2**

416-434-3700

If long distance dial

1-800-263-3814

*Oshawa District Information Office*

30 Poyntz St.

**Barrie L4M 3P2**

705-726-0326

If long distance dial

1-800-461-7597

*Oshawa District Information Office*

139 George St. N.

**Peterborough K9J 3G6**

705-743-2140

If long distance ask operator

for Zenith 96420

*Ottawa District Office*

75 Albert St.

**Ottawa K1P 5Y9**

613-566-2740

If long distance dial

1-800-267-1912

*Sudbury District Office*

199 Larch St., 8th Flr.

**Sudbury P3E 5R1**

705-675-4261

If long distance dial

1-800-461-4006

*Sudbury District Information Office*

205 McNabb St., 2nd Flr.

**Sault Ste. Marie P6B 1Y3**

705-759-8598

If long distance dial

1-800-461-2215

*Sudbury District Information Office*

38 Pine St. N.

**Timmins P4N 6K6**

705-264-5388

If long distance ask operator

for Zenith 96420

*Toronto District Office*

2195 Yonge St.

**Toronto M4S 2B2**

416-482-1111

*Thunder Bay District Office*

435 James St. S.

**Thunder Bay P7E 6E3**

807-475-1351

Ignace &amp; East ask operator

for Zenith 96420

*Thunder Bay District Information Office*

100 Main St. S.

**Kenora P9N 1S9**

807-468-9554

West of Ignace ask operator

for Zenith 69100

**PROFESSIONAL SERVICES BRANCH**
**HEALTH 37**

Macdonald-Cartier Bldg.

49 Place d'Armes, P. O. Box 48

Kingston K7L 5J3

613-548-6555

416-965-2181 (Toronto)

The Professional Services Branch adjudicates professionals' claims under the Ontario Health Insurance Plan (OHIP). This function includes the provision of specialized and consultative services on claims submitted by practitioners whose services are paid by OHIP. The branch communicates with professional organizations and licensing bodies including **physicians, dentists, optometrists, chiropractors, osteopaths, chiropodists, and physiotherapists**, and maintains a registry of all providers that bill OHIP for **health** services. It assists in establishing **medical** policy for OHIP, and assesses claims made by professionals to ensure that the services were medically necessary, offered in accordance with accepted professional standards and practice and, in fact, rendered. Complaints, with details and OHIP number, can be directed to this branch. For inquiries on payment of claims, contact OHIP district offices listed under the Operations Branch entry.

**PROFESSIONAL SERVICES BRANCH**
**HEALTH 38**
**NORTHERN HEALTH TRAVEL GRANT UNIT**

P.O. Box 1292

Kingston K7L 4Y8

1-800-267-9450

The unit is responsible for the administration of the **Northern Health Travel Grant Program**. This program helps pay **transportation** costs for Northern Ontario residents who must travel a one-way distance of 300 kilometers or more for medically necessary specialist services. To obtain program details, call the toll-free (number 1-800-267-9450).

**ENROLMENT SERVICES BRANCH**

HEALTH 39

Macdonald-Cartier Bldg.  
49 Place d'Armes, P. O. Box 48  
Kingston K7L 5J3  
613-548-6241

The Enrolment Services Branch ensures that programs of the Health Insurance Division serve the needs of all clients (individuals, groups, labour and hospitals). The branch is responsible for the design, implementation and monitoring of policies relating to the enrolment of Ontario residents in **OHIP** (Ontario Health Insurance Plan). It also recommends changes to the Health Insurance Act and Regulations. The branch designs specific programs to accommodate special needs (i.e., premium assistance, temporary assistance, premium exemption for resident **senior citizens** over 65 years of age and their spouses and dependents) as well as premium collection programs. It provides liaison with the Federal government and provincial ministries on matters of mutual concern (e.g., **immigrants, refugees, foreign students** and organized labour) to ensure the availability of **health insurance** coverage and prevent abuse of the system. Operating systems are reviewed to produce manuals. The branch is responsible for identifying and specifying enrolment training needs in order to minimize problems when clients request information by telephone, in writing or by personal visits to OHIP district and satellite offices. Contact district and satellite offices listed under the Operations Branch entry.

**ASSISTANT DEPUTY MINISTER - EMERGENCY AND SPECIAL HEALTH SERVICES****AMBULANCE SERVICES BRANCH**

HEALTH 40

7 Overlea Blvd., 7th Flr.  
Toronto M4H 1A8  
416-963-2640

The Branch is responsible for the provision of ambulance services in Ontario. It **licenses** private, municipal and hospital-based **ambulance** services and operates nine services staffed by Ministry of Health personnel. It also coordinates air ambulance transfers through a central communications centre, listed below. Emergency ambulance service can be requested via the number listed in local telephone directories or by dialing '0' for operator and asking for Zenith 90000.

Six Ambulance Services Branch regional offices are located throughout the Province. Staff provide a direct link with the head office in Toronto; coordinate the review and approval of funds allocated to each ambulance service; offer advice related to **disaster** planning and ambulance service training programs; evaluate ambulance vehicle and equipment needs within the region; liaise with all levels of municipal, provincial, and federal governments to ensure appropriate ambulance services; provide advice to ambulance service operators to ensure service consistent with legislated requirements, and handle public inquiries and complaints on the system. The regional offices are listed below.

Ontario Government Bldg.  
119 King St. W., Box 2112  
**Hamilton L8N 3Z9**  
416-521-7148

205 York St., 2nd Flr.  
**London N6A 1B4**  
519-679-4600

109 Bradford St.  
**Barrie L4N 3A9**  
 705-726-3541

435 South James St.  
**Thunder Bay P7E 6E3**  
 807-475-1290

75 Spring St.  
 P. O. Box 790  
**Almonte K0A 1A0**  
 613-256-3070

Central Air Ambulance Communications  
 Centre  
 15 Overlea Blvd., 1st Flr.  
**Toronto M4H 1A9**  
 416-963-1150  
 Duty Officer access number 705-726-8103

199 Larch St., 11th Flr.  
**Sudbury P3E 5P9**  
 705-675-4336

## DRUGS AND DEVICES DIVISION

HEALTH 41

**DRUG PROGRAMS BRANCH**  
**DRUGS AND THERAPEUTICS ADVISORY SERVICE**  
 7 Overlea Blvd., 6th Flr.  
 Toronto M4H 1A8  
 416-963-2175

The service is responsible for the quality assessment of **drugs** listed in the **Drug Benefit Formulary** and Ontario's schedule of 'interchangeable' drug products. The **publications** also identify which brands of drugs may be interchanged under the Prescription Drug Cost Regulation Act, 1986. Drugs are provided as benefits under the **Drug Benefit** program by the authority of the Ontario Drug Benefit Act, 1986. The branch advises the Ministry of Health and other provincial ministries, institutions, professional organizations, the pharmaceutical industry and the general public on matters which relate to pharmaceuticals, therapeutics and the practice of **pharmacy**. It sets standards for the quality of **pharmaceuticals** in nursing homes, homes for the aged, hospitals and government institutions. The Branch also provides secretariat functions to the Minister's advisory body, the Drug Quality and Therapeutics Committee.

**DRUG PROGRAMS BRANCH**  
**PHARMACEUTICAL SERVICES**  
 P. O. Box 68  
 Kingston K7L 5K1  
 613-548-6572  
 416-965-9451 (Toronto area callers)

HEALTH 42

The Pharmaceutical Services Section of the Drug Programs Branch is responsible for the program delivery of **Ontario's Drug Benefit Plan**. The section publishes and distributes the Ontario **Drug Benefit Formulary** and schedule of 'interchangeable' drug products, a prescribing guide for doctors and a dispensing aid for pharmacists. When ordered by an Ontario doctor or other authorized prescriber and dispensed in Ontario, **drugs** in the Formulary (and in exceptional circumstances those for which a special authorization has been obtained) are available free to Drug Benefit recipients. The section processes claims and monitors billings from all Drug Benefit providers and authorizes all services under the plan. Pharmaceutical Services acts in an advisory capacity in all matters related to Ontario Drug Benefit, and serves as a liaison for **pharmaceutical** services in **nursing homes, homes for the aged** and some **hospitals** and government institutions.

## ASSISTIVE DEVICES BRANCH

HEALTH 43

15 Overlea Blvd., 6th Flr.

Toronto M4H 1A9

416-963-1956 (Toronto)

1-800-268-6021 (Toll-free)

1-800-268-6023 T.T.Y. - T.D.D. (Toll-free)

The **Assistive Devices Program (ADP)** pays up to 75 per cent of the cost of selected and prescribed specialized equipment and supplies, (i.e. orthoses, prostheses, feeding devices, wheelchairs, incontinence and ostomy supplies, **communication**, visual and hearing aids, and **respiratory** equipment and supplies), for people 22 years of age or younger. The program also supports 75% of the cost of prostheses and respiratory equipment for people older than age 22.

Applicants must see a **physician** who will provide them with the appropriate forms and make referrals to therapists, audiologists, nurses and other hospital professionals. These professionals, registered with the ADP, will produce assessments of applicants' needs for such equipment. The ADP then offers financial assistance for the purchase of approved equipment through direct payments to companies holding contracts with ADP or refunds to patients for up to 75% of the approved price of equipment purchased from unregistered vendors. Refunds are obtained by the patient through the local Home Care Program office.

For information on the program, contact the local Home Care Program office (see list under Community Health Programs Branch -Home Care Program) or write or phone the above office.

## ASSISTANT DEPUTY MINISTER - MENTAL HEALTH

HEALTH 44

## ASSISTANT DEPUTY MINISTER - MENTAL HEALTH

Hepburn Block, 8th Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1R3

416-965-6234

The Assistant Deputy Minister's office provides a focus for the planning and operation of **mental health** services throughout the Province. This includes program responsibility for the ten provincial **psychiatric hospitals**, community mental health programs, addictions services and policy development for the psychiatric units of general hospitals.

## MENTAL HEALTH OPERATIONS BRANCH

HEALTH 45

Hepburn Block, 8th Flr.

80 Grosvenor St.

Queen's Park, Toronto M7A 1R3

416-965-6236

The Mental Health Operations Branch is responsible for the administration of the Province's ten **psychiatric hospitals**, with a total bed capacity of approximately 4,600, legislated under the Ontario Mental Health Act (1985) and the Mental Hospital Act. The hospitals provide a range of adult psychiatric services including acute care, rehabilitation, long-term care, alcohol detoxification and psychogeriatrics. The psychiatric hospitals are listed below:

*Brockville Psychiatric Hospital*

P. O. Box 1050  
**Brockville K6V 5W7**  
 613-345-1461

*Hamilton Psychiatric Hospital*

P. O. Box 585  
**Hamilton L9C 3N6**  
 416-388-2511

*Kingston Psychiatric Hospital*

P. O. Box 603  
**Kingston K7L 4X3**  
 613-546-1101

*London Psychiatric Hospital*

850 Highbury Ave.  
 P. O. Box 2532  
**London N6A 4H1**  
 519-455-5110

*North Bay Psychiatric Hospital*

P. O. Box 3010  
**North Bay P1B 8L1**  
 705-474-1200

*Mental Health Centre*

P. O. Box 698  
**Penetanguishene L0K 1P0**  
 705-549-7431

*St. Thomas Psychiatric Hospital*

P. O. Box 2004  
**St. Thomas N5P 3V9**  
 519-631-8510

*Lakehead Psychiatric Hospital*

P. O. Box 3370  
**Thunder Bay P7B 5J8**  
 807-344-3571

*Queen St. Mental Health Centre*

1001 Queen St. W.  
**Toronto M6J 1H4**  
 416-535-8501

*Whitby Psychiatric Hospital*

P. O. Box 613  
**Whitby L1N 5S9**  
 416-668-5881

**COMMUNITY MENTAL HEALTH BRANCH****HEALTH 46**

Hepburn Block, 8th Flr.  
 80 Grosvenor St.  
 Queen's Park, Toronto M7A 1R3  
 416-963-2757

The Community Mental Health Branch administers the **Homes for Special Care** Program, inspecting and issuing licences to **nursing homes** and residential **home care** facilities for former patients of Ontario **psychiatric** hospitals. The Branch also operates the **Community Mental Health Program/Addictions Services Program** which funds a range of both **hospital** and community-based mental health/addictions services, including out-patient and day care treatment programs, supportive housing, vocational training and detoxification. It also provides sessional fees for **psychiatrists** in general hospitals engaged in community **mental health** services.

**MENTAL HEALTH PLANNING BRANCH****HEALTH 47**

Hepburn Block, 8th Flr.  
 80 Grosvenor St.  
 Queen's Park Toronto M7A 1R3  
 416-965-3244

The Mental Health Planning Branch coordinates and assesses policy issues and strategies and makes policy planning recommendations that impact on the future direction of the **mental health** care delivery system. The branch identifies **research** needs, provides con-

sulting services to the Mental Health Operations Branch, and devises programs and policies for effective mental health care in the Province.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of the Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's Communications and Information Branch.

### ADDICTION RESEARCH FOUNDATION

HEALTH 48

33 Russell St.  
Toronto M5S 2S1  
416-595-6000

The Addiction Research Foundation (ARF) conducts **research** and demonstration treatment, provides educational and consultative services, and publishes material in the field of **alcohol** and **drug** addiction. Information is available about various social services for people concerned with psychoactive drugs, including alcohol. The **library** of the Addiction Research Foundation has an extensive collection of research reports, books and **audio-visual** material and is open to the public (595-6144). Inpatient and outpatient treatment for alcoholics and drug addicts and abusers is available through the Clinical Institute (595-6021), a 63-bed research and teaching hospital affiliated with the University of Toronto. Regional ARF offices assist communities in the development of preventive and treatment services.

The Foundation operates DIAL-A-FACT/Accès aux faits, a series of factual, scientific telephone messages concerning alcohol and drug topics, from 9:00 a.m. - 9:00 p.m. daily, (1-800-387-2916 or 595-6111 in Toronto). Most pamphlets and some video cassettes are produced in the French language.

### CLARKE INSTITUTE OF PSYCHIATRY

HEALTH 49

250 College St.  
Toronto M5T 1R8  
416-979-6853

The Clarke Institute of Psychiatry operates under the authority of the Ontario Mental Health Foundation Act. The objectives of the Institute are to maintain, manage and operate a hospital with facilities for **psychiatric research, education, diagnosis** and treatment.

In-hospital service is provided for adults and treatment on a day or out-patient basis for both adults and children. The Institute is a teaching hospital (University of Toronto) and offers courses for social workers and mental health professionals in the community.

### HEALING ARTS RADIATION

HEALTH 50

#### PROTECTION COMMISSION

7 Overlea Blvd., 16th Flr.  
Toronto M4H 1A8  
416-963-1030

The Healing Arts Radiation Protection (HARP) Commission was established under the provisions of the **HARP** Act to ensure that exposure of Ontario residents to radiation

from medical x-ray sources is as low as possible, consistent with the production of high quality diagnostic images.

In consultation with its six Advisory Committees representing the disciplines of chiropractic medicine, dentistry, medical radiology, physics, podiatry and radiological technology, the Commission develops regulations and guidelines to ensure the safe use of X-rays. In addition, the HARP Commission advises the Minister of Health on matters relating to **X-ray safety** and approves training courses for all personnel involved in the use of medical X-rays.

The activities of the HARP Commission, as well as information relating to the creation of the Commission and its Advisory Committees, are detailed in the Commission's Annual Report.

#### ONTARIO CANCER TREATMENT AND RESEARCH FOUNDATION

HEALTH 51

7 Overlea Blvd., 2nd Flr.  
Toronto M4H 1A8  
416-423-4240

The Ontario Cancer Treatment and Research Foundation supports programs of diagnosis, treatment and **research** in cancer. It operates eight regional cancer treatment centres (associated with hospitals) and 17 consultative and follow-up clinics. The Foundation is affiliated with the Ontario Cancer Institute (incorporating the Princess Margaret Hospital) in Toronto. Services and rehabilitation programs which are funded include speech therapy, prosthetic devices, colostomy patients' program, transportation of patients travelling over 25 miles, and chemotherapeutic drugs for needy Ontario patients. Five lodges are operated to accommodate out-of-town ambulatory patients receiving treatment. The Statistical section promotes adequate reporting of cancer cases and compiles **statistical** data. The Foundation supports undergraduate and postgraduate study in oncology for **medical**, paramedical and scientific personnel. It supports career scientists and laboratory and clinical cancer investigation, and awards research associateships. The **Cancer Information Service** in Hamilton (1-800-263-6718) serves as a resource centre for health professionals, researchers and students.

Regional Cancer Centres are listed below.

*Hamilton Regional Cancer Centre*  
711 Concession St.  
**Hamilton L8V 1C3**  
416-387-9495

*Northeastern Ontario Oncology Program*  
41 Ramsey Lake Rd.  
**Sudbury P3E 5J1**  
705-522-2200

*Kingston Regional Cancer Centre*  
King St. W.  
**Kingston K7L 2V7**  
613-544-2630

*Ottawa Regional Cancer Centre*  
190 Melrose Ave.  
**Ottawa K1Y 4K7**  
613-725-6300

*London Regional Cancer Centre*  
391 South St.  
**London N6A 4G5**  
519-679-9890

*Ottawa Regional Cancer Centre*  
501 Smyth Rd.  
**Ottawa K1G 8L6**  
613-737-8715

*Thunder Bay Regional Cancer Centre*  
290 Munro St.  
**Thunder Bay P7A 7T1**  
807-345-1425

*Windsor Regional Cancer Centre*  
2220 Kildare Rd.  
**Windsor N8W 2X3**  
519-253-5253

*Toronto Bayview Regional Cancer Centre*  
2075 Bayview Ave.  
**Toronto M4N 3M5**  
416-488-5801

**ONTARIO MENTAL HEALTH FOUNDATION**  
365 Bloor St. E., Ste. 1708  
Toronto M4W 3L4  
416-920-7721

HEALTH 52

The Ontario Mental Health Foundation provides **grants for mental health research**. It supports specific projects, doctoral and postdoctoral students, and postgraduate independent research.

**CHAPLAINCY SERVICES**  
700 Bay St., Room 216  
Toronto M7A 1E9  
416-965-3733

HEALTH 53

The Ministry of Community and Social Services acts as the lead ministry for the coordination of chaplaincy services for all government ministries. See entry under Ministry of Community and Social Services.

## ACTS

### ACTS

HEALTH 54

The following is a list of Acts administered by the Ministry of Health. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Alcoholism and Drug Addiction Research Foundation Act  
Ambulance Act  
Cancer Act  
Cancer Remedies Act  
Chiropody Act  
Community Psychiatric Hospitals Act  
Dental Technicians Act  
Denture Therapists Act  
Drugless Practitioners Act  
Fluoridation Act  
Funeral Services Act  
Healing Arts Radiation Protection Act  
Health Care Accessibility Act, 1986  
Health Disciplines Act  
Health Facilities Special Orders Act, 1983  
Health Insurance Act

Health Protection and Promotion Act, 1983  
Homes for Special Care Act  
Hypnosis Act  
Immunization of School Pupils Act, 1982  
Laboratory and Specimen Collection Centre Licencing Act  
Mental Health Act  
Mental Hospitals Act  
Ministry of Health Act  
Municipal Health Services Act  
Nursing Homes Act  
Ontario Drug Benefit Act, 1986  
Ontario Mental Health Foundation Act  
Ophthalmic Dispensers Act  
Prescription Drug Cost Regulation Act, 1986  
Private Hospitals Act  
Private Sanitaria Act  
Psychologists Registration Act  
Public Hospitals Act  
Radiological Technicians Act  
War Veterans Burial Act

## **MINISTRY OF HOUSING**

777 Bay St., 10th Flr.

Toronto M5G 2E5

The Ministry of Housing is responsible for strategies to help meet the need for affordable rental housing. While encouraging the conservation of existing accommodation, it provides rent-g geared-to-income housing for qualified low and moderate-income households through Ontario Housing Corporation and helps support municipal, private and cooperative non-profit housing.

The Ministry also administers rent review legislation; helps ensure that all structures in Ontario are built safely and efficiently by developing and maintaining the Ontario Building and Plumbing Codes; and is responsible for strategies to strengthen Ontario's building industry through the Building Industry Strategy Board.

### **ASSISTANT DEPUTY MINISTER - CORPORATE RESOURCES MANAGEMENT**

#### **EMPLOYMENT EQUITY PROGRAM**

**HOUSING 1**

777 Bay St., 16th Flr.

Toronto M5G 2E5

416-585-6718

The Employment Equity Program Office plans, develops and coordinates programs within the Ministry of Housing, the Ministry of Municipal Affairs, the local housing authorities and the Residential Tenancy Commission to improve the employment status of women, visible minorities, disabled persons, native people and francophones.

#### **FRENCH LANGUAGE SERVICES**

**HOUSING 2**

47 Sheppard Ave. E., Ste. 207

Willowdale M2N 2Z8

416-224-7635

If long distance, ask operator for  
Zenith 52650

The French Language Services Coordinator supervises, within the Ministries of Housing and Municipal Affairs, the implementation of the government's policy on provision of French language services to the Franco-Ontarian public.

#### **SERVICES EN FRANCAIS**

Le coordonnateur des services en français de ce ministère et du ministère des affaires municipales est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

#### **COMMUNICATIONS BRANCH**

**HOUSING 3**

777 Bay St., 17th Flr.

Toronto M5G 2E5

416-585-7025

Customer Assistance: 416-585-7041

Communications Branch provides information services to the Ministry of Housing and communications services to the Ministry of Municipal Affairs. It acts as communications and marketing consultant to both Ministries.

## INTERNATIONAL YEAR OF SHELTER FOR THE HOMELESS SECRETARIAT

HOUSING 4

777 Bay St., 15th Flr.

Toronto M5G 2E5

416-585-7503

The Ministry of Housing is coordinating Ontario's contribution to the United Nation's 1987 International Year of Shelter for the Homeless. Its main objectives are to: search for solutions to the causes and effects of homelessness; strive for greater effectiveness in the provision of shelter and support initiatives for the homeless, and increase public awareness and understanding of issues related to the homeless.

Ontario's IYSH Secretariat provides administrative and research support to the Minister's Advisory Committee on IYSH, coordinates the participation of Ontario ministries and reviews ways for the Province to work with the federal government and other provinces and countries in seeking answers to world housing problems.

The Advisory Committee is made up of private citizens familiar with issues affecting the homeless and the hard-to-house in Ontario.

## CORPORATE SECRETARY

HOUSING 5

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6521

The Office of the Corporate Secretary provides corporate secretarial services to the board of directors of **Ontario Housing Corporation**. The office receives resolutions from **municipalities** requesting participation in various ministry **housing** programs; accepts submissions resulting from public **tenders** called on behalf of the ministry and its agencies; and maintains insurance policies (vehicle and general third party liability) for the ministry, its agencies and the Ministry of Municipal Affairs.

## MANAGEMENT SERVICES BRANCH

HOUSING 6

777 Bay St., 3rd Flr.

Toronto M5G 2E5

416-585-6830

Management Services Branch provides management consulting, **systems development** and data processing services to the Ministry of Housing and its agencies and the Ministry of Municipal Affairs. This includes **records management**, forms design and control and manuals management. The branch is responsible for the definition, development and documentation of the ministries' computerized or manual information and administrative systems. It liaises with the Ministry of Government Services' Computer and Telecommunication Services Division and represents the ministries at the Ontario Systems Council. For government systems development policy, see Management Board of Cabinet, Information Technology Division.

The branch also supplies the ministries and their agencies with **administrative services**, including supply management, purchasing of goods and services, printing, duplicating, mail and transportation services and assets management. It liaises with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchase of commonly used supplies. The branch is responsible for the Ministry of Housing and the Ministry of Municipal Affairs **library**,

located at 777 Bay St., 2nd Flr.. The library operates a **reading room** which provides public access to the ministries' publications, statutes and some manuals and internal procedures.

#### OPERATIONS REVIEW AND AUDIT BRANCH

HOUSING 7

777 Bay St., 3rd Flr.  
Toronto M5G 2E5  
416-585-6550

Operations Review and Audit Branch provides internal audit services and operations reviews to the Ministries of Housing and Municipal Affairs. Functions include assurances to management about the adequacy of the systems of financial and management control and assistance in identifying opportunities for improvement.

#### HUMAN RESOURCES BRANCH

HOUSING 8

777 Bay St., 3rd Flr.  
Toronto M5G 2E5  
416-585-6003

Human Resources Branch performs personnel functions for the Ministry of Housing and the Ministry of Municipal Affairs. The Metropolitan Toronto Housing Authority handles its own personnel functions (928-4914). The branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It is responsible for the formulation of ministry personnel policies and procedures, manpower planning, staff development, the **Career Development Options Program**, establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, employee counselling, investigation of employee grievances, and all matters affecting working conditions and performance. The branch maintains the ministries' personnel, payroll and employee benefit records. It also provides liaison between the ministries and the Civil Service Commission, Management Board of Cabinet, and Ontario Public Service Employees Union (OPSEU). The branch offers a complete staff relations service to the Ontario Housing Corporation and its local Housing Authorities in dealing with the Canadian Union of Public Employees (CUPE) and OPSEU.

#### FINANCIAL SERVICES BRANCH

HOUSING 9

777 Bay St., 17th Flr.  
Toronto M5G 2E5  
416-585-6580

Financial Services Branch provides financial management and accounting services to all Ministry of Housing and Ministry of Municipal Affairs programs. These services include accounts payable, receipt of revenue and formulation of policies and procedures relating to financial control and preparation of annual estimates and public accounts.

The branch coordinates the housing-related, cost-sharing arrangements with the federal government and provides accounting and banking services to 6 Regional Housing Programs offices and 58 **housing authorities** across the Province.

Financial liaison with the Provincial Auditor and the Ministry of Treasury and Economics is also provided by the branch.

LEGAL BRANCH  
777 Bay St., 16th Flr.  
Toronto M5G 2E5  
416-585-6703

HOUSING 10

Legal Branch provides legal services to the Ministry of Housing and its agency, **Ontario Housing Corporation**. These services relate to housing, building development, purchase and sale of land, mortgages, ministry operations and interpretation of statutes, regulations and proposed legislation. The section serving the Metropolitan Toronto Housing Authority is located at 1320 Yonge St., 2nd Flr., Toronto M4T 2W4, 416-928-4938.

CORPORATE PLANNING AND EVALUATION  
BRANCH  
777 Bay St., 17th Flr.  
Toronto M5G 2E5  
416-585-6800

HOUSING 11

The Corporate Planning and Evaluation Branch is responsible for allocating resources, coordinating the ministry's strategic plan, developing management processes and analysing policy issues from a corporate or ministry point of view. The branch responsibilities are divided among three sections.

Resource Allocation and Cabinet Liaison Section (585-7014) manages the ministry's financial resource allocation and estimates processes, and ensures effective, ongoing liaison and communications with Cabinet and its Committees.

Management Planning and Statistical Analysis Section (585-7018) coordinates development of the ministry's strategic plan and managing by results abstracts. It designs and develops effective management control processes, including an integrated management process for the ministry, conducts surveys and provides statistical information on ministry programs.

Corporate Policy Section (585-7016) provides corporate policy advice and ensures effective coordination and development of the ministry's responses to government-wide issues.

BUILDING INDUSTRY SECRETARIAT  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-7418

HOUSING 12

The Building Industry Secretariat administers a comprehensive strategy which strengthens all facets of one of Ontario's most vital economic forces, the **building** industry.

The Building Industry Strategy will increase employment opportunities, expand production for markets both at home and abroad and foster career development within the industry. The strategy is implemented by the **Building Industry Strategy Board**. This industry-driven board has member representation from labour, industry and government.

The building industry comprises those who contribute to the building process from project conception to building management, maintenance and renovation. It encompasses the providers of products, services and labour in the construction of residential, commercial, industrial and institutional buildings. The industry also includes a supporting

network of distributors, financial institutions, educators, industry associations, exporters, importers, regulatory agencies, buyers of construction and government.

#### ONTARIO BUILDINGS BRANCH

HOUSING 13

777 Bay St., 3rd Flr.  
Toronto M5G 2E5  
416-585-6666

The Ontario Buildings Branch administers the **Building Code** under the Building Code Act and the **Plumbing Code** under the **Ontario Water Resources Act**. The Building Code consists of building requirements to minimize the risk of injury and property damage from structural failure, fire and health hazards. Advice is provided to municipalities, builders and the public on **building** regulations enforced by municipalities.

The Branch also manages the **Building Action Program**, which administers **grants** to **municipalities** for innovative projects to improve areas of building administration, and provides training courses for municipal building officials.

#### RESIDENTIAL TENANCY COMMISSION RENT REVIEW

HOUSING 14

77 Bloor St. W., 10th Flr.  
Toronto M5S 1M2  
416-963-2742

Ontario's **Residential Tenancies Act** limits the amount and frequency of **rent** increases in certain rental accommodation. One increase per year, regardless of amount, is permitted. Increases are limited to a maximum of 4 per cent unless the landlord/landlady has obtained approval from the Commission for a greater increase. Rent review applies to rental houses, apartments, townhouses, rooming houses, **mobile homes** and sites. Certain non-profit or government-owned rental housing and new units not rented prior to January 1, 1976 are exempt from Rent Review. Commission offices throughout Ontario (listed below) provide information and advice on all **landlord and tenant** matters, including the Landlord and Tenant Act, Part IV, and handle rent review cases in local areas. If local office is long distance, call operator and ask for Zenith 96000 for toll-free call.

Note: At the time of publication of the 1987 KWIC Index, the government is proposing new rent review legislation to replace the Residential Tenancy Commission with a new system of rent review, and extend rent review to all private rental units in Ontario. The office numbers listed below remain in effect to provide information to the public.

#### CENTRAL REGION

7 Overlea Blvd., 6th Flr.  
Toronto M4H 1A8  
416-429-0664  
(For East York)

5233 Dundas St. W., 4th Flr.  
Islington M9B 1A6  
416-236-2681  
(For Etobicoke, York)

2100 Ellesmere Rd., 3rd Flr.  
Scarborough M1H 3B7  
416-438-3452  
(For Scarborough)

56 Wellesley St. W., 8th Flr.  
Toronto M7A 2J9  
416-964-8281  
(For City of Toronto)

45 Sheppard Ave. E., 5th Flr.  
**Willowdale M2N 5W9**  
416-224-7643  
(For North York and Regional  
Municipality of York)

# SOUTH-WESTERN REGION

114 Worsley St., 5th Flr.  
**Barrie L4M 1M1**  
705-737-2111  
(For County of Simcoe,  
District Municipality of Muskoka)

25 Main St. W., 16th Flr.  
**Hamilton L8P 1H1**  
416-528-8701  
(For Regional Municipality of  
Hamilton-Wentworth, Halton,  
Haldimand-Norfolk, County of  
Brant)

30 Duke St. W., 4th Flr.  
**Kitchener N2H 3W5**  
519-579-5790  
(For Regional Municipality of  
Waterloo, Counties of Wellington,  
Dufferin)

80 Dundas St. E., 1st Flr.  
**London N6A 2P3**  
519-673-1660  
(For Counties of Middlesex,  
Oxford, Elgin, Lambton, Perth,  
Huron)

1310 Dundas St. E., 2nd Flr.  
**Mississauga L4Y 2C1**  
416-270-3280  
(For Regional Municipality  
of Peel)

1131 Second Ave. E., Ste. 106  
**Owen Sound N4K 2J1**  
519-376-3202  
(For Counties of Grey, Bruce)

43 Church St., 6th Flr.  
**St. Catharines L2R 7E1**  
416-684-6562  
(For Regional Municipality  
of Niagara)

99 Chatham St. E., 7th Flr.  
P. O. Box 189, Station 'A'  
**Windsor N9A 6V6**  
519-253-3532  
(For Counties of Essex, Kent)

# EASTERN AND NORTHERN REGION

275 Ontario St., Ste. 100  
**Kingston K7K 2X5**  
613-548-6770  
(For Counties of Frontenac,  
Lennox & Addington,  
Leeds & Grenville, Hastings,  
Prince Edward & that portion of  
Lanark County lying west of Hwy 29,  
excluding the towns of  
Carleton Place & Smiths Falls)

215 Oak St. E.  
**North Bay P1B 8P8**  
705-476-1231  
(For Districts of Nipissing,  
Parry Sound)

11 Simcoe St. N., 5th Flr.  
**Oshawa L1G 4R7**  
416-723-8135  
(For Regional Municipality of Durham)

10 Rideau St., 3rd Flr.  
**Ottawa K1N 9J1**  
613-230-5114  
(For Regional Municipality of  
Ottawa-Carleton,  
Counties of Renfrew,  
Stormont-Dundas-Glengarry,  
Prescott & Russell & that portion of  
Lanark  
County lying east of Hwy 29,  
including the towns of Carleton Place and  
Smiths Falls)

139 George St. N.  
**Peterborough K9J 3G6**  
705-743-9511  
(For Counties of Peterborough,  
Northumberland, Victoria, Haliburton)

199 Larch St., 5th Flr.  
**Sudbury P3E 5P9**  
705-675-4373  
(For Regional Municipality of  
Sudbury, Districts of Sudbury,  
Manitoulin, Algoma)

435 James St. S., 3rd Flr.  
P. O. Box 5000, Station 'F'  
**Thunder Bay P7C 5G6**  
807-475-1595  
(For Districts of Thunder Bay,  
Kenora, Rainy River)

273 Third Ave., 2nd Flr.  
**Timmins P4N 1E2**  
705-264-9555  
(For Districts of Cochrane &  
Timiskaming)

## **ASSISTANT DEPUTY MINISTER - SOCIAL HOUSING**

### **SOCIAL HOUSING WING**

**HOUSING 15**

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6002

The Social Housing Wing is responsible for developing provincial social housing policies and programs; handling federal-provincial relations; delivering provincial social housing programs, including municipal non-profit, private non-profit, cooperative and rent supplement; developing and evaluating administrative and operational procedures for social housing programs; and managing Ontario Housing Corporation's rental housing through its agents, the local housing authorities.

### **SOCIAL HOUSING FIELD OPERATIONS BRANCH**

**HOUSING 16**

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6430

Field Operations is responsible for six regional housing programs offices supporting the administration of 58 **housing authorities** involved in the day-to-day management of public housing. The offices, which are located in Hamilton, London, Ottawa, Toronto, Sudbury and Thunder Bay, also work with private and municipal non-profit housing corporations and cooperative groups.

Services include property management support to local housing authorities and technical support for program delivery and maintenance of Ontario Housing Corporation (OHC) property.

The offices are responsible for province-wide delivery and administration of various housing programs, including: Ontario Community Housing Assistance Program; municipal, private and co-operative non-profit housing programs; Low-Rise Rehabilitation Program; Convert-to-Rent Program; Rent Supplement Program; Ontario Home Renewal Program; Municipal Housing Statement Program; Renterprise and Federal/Provincial Senior Citizen Rural Housing Program.

The offices have authority to approve non-profit groups' program loans and budgets, housing authority budgets and emergency repairs to OHC projects. They may also award tenders above financial limits set for housing authorities.

Housing authorities administer the province's **rent** geared-to-income **housing**. This accommodation is provided to parents aged 16 or more with at least one dependent under the age of 18; to **senior citizens** when at least one spouse has reached the age of 60; and to physically, **developmentally** and psychiatrically **disabled** persons. Applicants must be Canadian citizens or landed immigrants, with a minimum of one year residency in Ontario. A priority system is used to rank applications according to the degree of need. The rent is calculated on a scale that is geared to gross household income.

Below is a list of regional housing programs offices and local housing authorities.

## REGIONAL HOUSING PROGRAMS OFFICES

### *Southern Office*

55 Hess St. S.

**Hamilton L8P 4R8**

416-521-7500

If long distance ask Operator  
for Zenith 20450

### *Southwestern Office*

275 Dundas St. W., Ste. 1101

**London N6B 3L1**

519-679-7110

If long distance dial  
1-800-265-4733

### *Eastern Office*

1150 Morrison Dr., 2nd Flr.

**Ottawa K2H 8S9**

613-820-8305

If long distance dial  
1-800-267-6108

### *Northern Office*

1191 Lansing Ave.

**Sudbury P3A 4C4**

705-560-6350

If long distance dial  
1-800-461-1190

### *Northwestern Office*

435 James St. S.

**Thunder Bay P7C 5G6**

807-475-1465

If long distance dial  
1-800-465-5015

### *Central Office*

4950 Yonge St., 4th Flr.

Madison Centre

**Willowdale M2N 6K1**

416-225-0289

If long distance ask Operator  
for Zenith 20450

## HOUSING AUTHORITIES

### *Arnprior*

8 McGonigal St.

**Arnprior K7S 1L3**

613-623-6177

### *York Regional*

59 Yonge St. S., Ste. 201

**Aurora L4G 1M1**

416-727-1354

416-832-1618 (Toronto line)

If long distance ask Operator  
for Zenith 44120

### *South Simcoe & Barrie*

49 High St., Ste. 404

**Barrie L4N 5J4**

705-728-3894

If long distance ask Operator  
for Zenith 44120

### *Hastings & Prince Edward*

205 Dundas St. E., Ste. 303

P. O. Box 682

**Belleville K8N 5B3**

613-968-3465

If long distance ask Operator  
for Zenith 44120

*Muskoka District*

95 Manitoba St., Ste. 5

P. O. Box 2009

**Bracebridge P0B 1C0**

705-645-9261

If long distance ask Operator  
for Zenith 44120

*Brant & Brantford*

233 Colborne St.

Colborne Crt., Ste. 201

**Brantford N3T 2H3**

519-759-6100

*Leeds & Brockville*

58 King St. E.

**Brockville K6V 1B3**

613-342-2341

If long distance ask Operator  
for Zenith 44120

*Halton*

Burlington Square

760 Brant St.

**Burlington L7R 4B7**

416-632-6586

If long distance ask Operator  
for Zenith 44120

*South Waterloo*

9 Cambridge St.

**Cambridge N1R 3R5**

519-623-2686

*Lanark County*

380 Flora St.

Townline Mall

**Carleton Place K7C 3M9**

613-257-7230

If long distance ask Operator  
for Zenith 44120

*Kent & Chatham*

30 Raleigh St.

P. O. Box 1296

**Chatham N7M 5R9**

519-354-9592

If long distance ask Operator  
for Zenith 44120

*Northumberland County*

24 Covert St.

P. O. Box 969

**Cobourg K9A 4W4**

416-372-0151

If long distance ask Operator  
for Zenith 24430

*Cornwall & Area*

113 Amelia St.

P. O. Box 1086

**Cornwall K6H 5V2**

613-938-7717

If long distance ask Operator  
for Zenith 44120

*East Kenora District*

4 Earl Ave.

**Dryden P8N 1X3**

807-223-3087

If long distance ask Operator  
for Zenith 44120

*Timiskaming District*

P. O. Box 907, 6th Ave.

**Englehart P0J 1H0**

705-544-2334

If long distance ask Operator  
for Zenith 44120

*Essex County*

360 Fairview Ave. W., No. 302

**Essex N8M 1Y3**

519-776-6464

If long distance ask Operator  
for Zenith 44120

*Rainy River District*

255 Scott St.

**Fort Frances P9A 3M6**

807-274-7704

If long distance ask Operator  
for Zenith 44120

*Huron County*

48 The Square

**Goderich N7A 1M5**

519-524-2637

If long distance ask Operator  
for Zenith 21520

*Wellington & Guelph*  
292 Speedvale Ave. W., Unit 7  
**Guelph N1H 1C4**  
519-824-7822  
If long distance ask Operator  
for Zenith 44120

*Hamilton-Wentworth*  
119 King St. W., 7th Flr.  
P. O. Box 2112  
**Hamilton 1C4 3Z9**  
416-521-7399

*Prescott & Russell*  
880 James St.  
**Hawkesbury K6A 2W8**  
613-632-8501  
If long distance ask Operator  
for Zenith 44120

*South Cochrane District*  
629 Cedar St.  
P. O. Box 1028  
**Iroquois Falls 'A' P0K 1G0**  
705-232-4095  
If long distance ask Operator  
for Zenith 44120

*North Cochrane District*  
Model City Mall  
**Kapuskasing P5N 2E9**  
705-335-6179  
If long distance ask Operator  
for Zenith 44120

*West Kenora District*  
20 Main St. S.  
**Kenora P9N 1S7**  
807-468-5612

*Bruce County*  
325 Lambton St.  
P. O. Box 1450  
**Kincardine N0G 2G0**  
519-396-3439  
If long distance ask Operator  
for Zenith 44120

*Kingston*  
394 King St. E.  
P. O. Box 206  
**Kingston K7L 4V8**  
613-546-5591  
If long distance ask Operator  
for Zenith 44120

*North Waterloo*  
101 Hazelglen Dr.  
P. O. Box 1061  
**Kitchener N2G 4G1**  
519-578-2860

*Victoria-Haliburton*  
20 Sussex St. S.  
**Lindsay K9V 5A8**  
705-324-6401  
If long distance ask Operator  
for Zenith 44120

*Manitoulin & Espanola Area*  
13 Worthington Ave.  
P. O. Box 638  
**Little Current P0P 1K0**  
705-368-3400  
If long distance ask Operator  
for Zenith 44120

*London & Middlesex*  
137 Dundas St., 4th Flr.  
**London N6A 1E9**  
519-434-2765

*North Simcoe & Orillia*  
303 Midland Ave., Ste. 208  
P. O. Box 608  
**Midland L4R 1Z8**  
705-526-4225  
If long distance ask Operator  
for Zenith 44120

*Peel Regional*  
755 The Queensway E., Ste. 301  
**Mississauga L4Y 4C5**  
416-279-7792  
If long distance ask Operator  
for Zenith 44120

*Lennox & Addington*

20 Market Square

P. O. Box 43

**Napanee K7R 3L4**

613-354-5695

If long distance ask Operator  
for Zenith 44120

*East Niagara*

4701 St. Clair Ave.

P. O. Box 656

**Niagara Falls L3B 4A4**

416-354-1678

For toll-free number check  
blue pages of telephone directory

*Nipissing & Parry Sound Districts*

1275 Main St. W.

**North Bay P1B 2W7**

705-472-2441

If long distance dial  
1-800-461-9560

*Dufferin County*

3 Townline Rd.

**Orangeville L9W 3R4**

519-941-8221

*Durham Regional*

50 Centre St. S.

4th Flr., Rundle Tower

**Oshawa L1H 3Z7**

416-434-5011

*Ottawa-Carleton Regional*

1545 Carling Ave., 7th Flr.

**Ottawa K1Z 8P9**

613-728-1600

*Grey County & Owen Sound*

1131-2nd Ave. E., Ste. 101

**Owen Sound N4K 2J1**

519-376-5744

If long distance ask Operator  
for Zenith 44120

*Renfrew County & Pembroke*

209 Renfrew St., P. O. Box 636

**Pembroke K8A 5S2**

613-735-0782

If long distance ask Operator  
for Zenith 44120

*Peterborough*

105 George St. N.

**Peterborough K9J 3G3**

705-742-0439

If long distance ask Operator  
for Zenith 44120

*Lambton County*

4166 Petrolia St.

P. O. Box 1210

**Petrolia N0N 1R0**

519-882-1190

If long distance ask Operator  
for Zenith 44120

*Grenville & Prescott*

108 Park St.

P. O. Box 1299

**Prescott K0E 1T0**

613-925-5906

If long distance ask Operator  
for Zenith 44120

*Renfrew*

170 Renfrew Ave. W.

**Renfrew K7V 2Y6**

613-432-3679

*Sarnia*

242A Indian Rd. S.

Eastland Bldg., Ste. 211 S.

**Sarnia N7T 3W4**

519-344-8323

*Algoma District*

464 Albert St. E.

P. O. Box 445

**Sault Ste. Marie P6A 2S8**

705-254-7166

If long distance ask Operator  
for Zenith 44120

*Haldimand-Norfolk Regional*  
1 Oak St.

**Simcoe N3Y 3J4**

519-426-7792

If long distance ask Operator  
for Zenith 44120

*Smiths Falls*

1 Abel St., Unit 3

P. O. Box 848

**Smiths Falls K7A 4W7**

613-283-2555

*North Niagara*

71 King St.

P. O. Box 1207

**St. Catharines L2R 7A7**

416-682-9201

If long distance ask Operator  
for Zenith 44120

*Elgin & St. Thomas*

348 Talbot St.

P. O. Box 158

**St. Thomas N5P 3T7**

519-631-4580

*Perth & Stratford*

413 Hibernia St.

**Stratford N5A 5W2**

519-271-5393

If long distance ask Operator  
for Zenith 44120

*Sudbury District*

Tower 200, Ste. 401

200 Elm St. E.

**Sudbury P3C 5N3**

705-674-8323

If long distance ask Operator  
for Zenith 44120

*Thunder Bay District*

1111 East Victoria Ave.

**Thunder Bay P7C 1B7**

807-623-4288

If long distance ask Operator  
for Zenith 44120

*Timmins*

54 Wilson Ave., Ste. 2

**Timmins P4N 2S6**

705-264-5274

If long distance ask Operator  
for Zenith 44120

*Metropolitan Toronto*

1320 Yonge St.

**Toronto M4T 2W4**

416-928-4800

*Central Niagara*

266 Division St.

P. O. Box 227

**Welland L3B 5R5**

416-734-4548

If long distance ask Operator  
for Zenith 44120

*Windsor*

1400 Ouellette Ave.

P. O. Box 1330

**Windsor N8X 4T4**

519-254-1681

*Oxford County*

510 Ingersoll Ave.

P. O. Box 820

**Woodstock N4S 4X9**

519-539-4829

If long distance ask Operator  
for Zenith 44120

**SOCIAL HOUSING FIELD OPERATIONS BRANCH**

**METRO TORONTO HOUSING AUTHORITY**

1320 Yonge St.

Toronto M4T 2W4

416-928-4800

Housing Registry: 928-4810/11

Maintenance Inquiry Board: 789-7901

**HOUSING 17**

Metro Toronto Housing Authority administers Ontario Housing Corporation's rent

geared-to-income housing in Metropolitan Toronto through six district offices listed below. Tenant applications are made to the Housing Registry. Complaints should first be directed to on-site project managers. **Maintenance Inquiry Board** operates a 24-hour service for after-hours maintenance problems. District offices are listed below.

*District 1*

2 Berkeley St., Unit 310  
**Toronto M5A 2W3**  
 416-366-7851  
 (Central Toronto)

*District 2*

90 Parma Court  
**Toronto M4A 1A6**  
 416-751-1037  
 (East Toronto, East York  
 and Scarborough South)

*District 3*

4630 Kingston Rd., Unit 8  
**Scarborough M1E 2P8**  
 416-281-2940  
 (North and East Scarborough)

*District 4*

2 Sheppard Ave. E., Ste. 403  
**Willowdale M2N 5Y7**  
 416-226-2002  
 (East and Central North York)

*District 5*

3765 Chesswood Dr.  
**Downsview M3J 2P6**  
 416-636-6621  
 (West North York  
 and North Etobicoke)

*District 6*

56 Aberfoyle Cres., 3rd Flr.  
**Islington M8X 2W4**  
 416-239-1156  
 (York, South Etobicoke  
 and West Toronto)

## SOCIAL HOUSING FIELD OPERATIONS BRANCH NON-PROFIT HOUSING PROGRAM

HOUSING 18

777 Bay St., 2nd Flr.  
**Toronto M5G 2E5**  
 416-585-6430

Under this program, non-profit housing corporations owned by municipalities and private or cooperative community groups build and manage **rental housing** with **assistance** from the federal and provincial governments.

A minimum of 40 per cent of the units in each municipal and private non-profit project are allocated to the neediest households in the community, with rents based on household income rather than on size or type of accommodation. Rules are slightly different for cooperative non-profit projects. A total of 6,700 units were committed in 1986, with an equal number anticipated for each of the next four years.

The remaining 60 per cent of the units may be made available to those with eligible household incomes, households that can afford market rents, or a combination of the two groups. Eligible households qualify for rent-geared-to-income assistance if they cannot afford market rents in the project without paying more than 25 per cent of their incomes in rent.

Tenants eligible for rent-geared-to-income assistance under the program include families, **senior citizens** and physically, developmentally and psychiatrically **handicapped people**. Some units may be built for people requiring some form of support care, and innovative demonstration projects for low-income single people are also considered. The exact mix of income groups housed in each project is set by the individual housing cor-

poration, reflecting program criteria based on the particular needs of the local community.

The federal and provincial governments share, on a 60-40 basis, the cost of subsidies to cover the difference between the actual cost of operating the building and the rents paid by those tenants who are in what is referred to as 'core need'. These are defined as people who would have to pay more than 30 per cent of their incomes to rent suitable accommodation in their community. Subsidies for tenants who do not fall into this category are paid by the province alone.

Development **grants** and interest-free **loans** are available to corporations developing their first projects.

The program is administered by this Ministry's Regional Housing Programs Offices (see Social Housing Field Operations Branch).

#### SOCIAL HOUSING FIELD OPERATIONS BRANCH

HOUSING 19

##### RENTERPRISE

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6430

The rental supply initiative Renterprise is designed to stimulate the construction of some 5,000 modest market rental units for families in areas of the province that demonstrate low rental vacancy rates and a need for **rent geared-to-income housing**.

The program will create some 12,000 jobs in construction and related industries.

**Assistance** to builders is in the form of 15-year, interest-free **loans** which help to bridge the gap between economic and market rents. The amount of the loans depends on the project costs and first mortgage financing at reasonable interest rates.

Developers are required to offer up to 40 per cent of their units for use under the Rent Supplement Program, with costs subsidized by the federal and provincial governments.

Tenants for those units will be selected from the local housing authority priority list and will pay rents based on their income, rather than market rents, with the difference being provided by OHC.

At least five per cent of the units in a building must be designed especially for **physically-handicapped persons**, unless a developer shows that the market cannot support this percentage.

The program is administered by this Ministry's Regional Housing Programs Offices (see Social Housing Field Operations Branch).

#### SOCIAL HOUSING FIELD OPERATIONS BRANCH

HOUSING 20

##### LOW-RISE REHABILITATION PROGRAM

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6514

This program offers **landlords** forgivable **loans** of up to \$5,000 per unit to upgrade some 17,000 older low-rise apartments in Ontario over the next four years. The apartments must be located in buildings of less than five storeys and built prior to 1960.

Administered by municipalities, the program is designed to improve the physical condition of low-rise **rental housing** while retaining its suitability for low and moderate-income tenants.

About 30 per cent of Ontario's rental housing is in low-rise apartment buildings, duplexes and triplexes. At least 3 out of every 5 units are more than 25 years old. Many of these **buildings** now require upgrading of essential services such as plumbing, wiring and heating.

Municipalities wishing to take part in the program must have property maintenance and occupancy standards by-laws, and experience in administering housing rehabilitation programs. Only essential repairs required to bring buildings up to minimum standards, set out in the by-law, will be eligible.

Landlords with buildings of ten or more units may be asked to offer ten per cent of the units to the Rent Supplement Program, under which tenants pay rent based strictly on household income, rather than the size or type of accommodation provided.

A forgivable loan of up to two-thirds of the cost of rehabilitating a unit is available. No repayments will be made for the first five years of the loan. Subsequently, forgiveness will be earned at the rate of ten per cent per year, subject to certain conditions which include retaining the units as rental housing.

For further information, contact your nearest Ministry Regional Housing Program Office (see Social Housing Field Operations Branch, HOUSING).

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
HIGH-RISE REHABILITATION PROGRAM

HOUSING 21

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6514

This demonstration program is designed to assess the magnitude of rehabilitation work required in Ontario's high-rise **buildings** and to determine the government's level of involvement in assisting this activity.

High-rise buildings account for about 430,000 apartments - more than 40 per cent of **rental housing** in the province. By 1990, about half of the buildings will be more than 20 years old, and signs of physical deterioration are becoming apparent.

The program will also involve experimenting with different technologies that can be used in upgrading work. The results of the **research** and development will be made available to companies and organizations involved in high-rise properties, so that problems associated with aging housing stock can be tackled effectively.

The first phase of this four-year program involves consultation with special interest groups such as landlords, property managers and the Association of Municipalities of Ontario.

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
STARTER HOMES

HOUSING 22

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6541

The ministry has launched a small-scale project to demonstrate the long-term potential for creating low-cost, yet attractive, starter **homes** for families. Modest financial incentives are being offered to municipalities which alter their development standards to help produce those homes.

The project is designed to develop expertise on the part of municipalities and builders in reducing construction and development costs without lowering quality standards, and to provide renters with a reasonable-cost housing alternative and the chance to become homeowners.

Significant savings can be made in housing production costs by changing engineering and site planning standards. The changes could apply to sewage and utilities connections, road allowances, lot and unit sizes.

The ministry is offering a **grant** to municipalities of \$2,500 for each unit produced. A total of 1,000 detached and semi-detached houses and townhouses, as well as condominiums, will qualify for the incentive grants. In order to be eligible, a **municipality** must have a rental stock that accounts for at least 30 per cent of its total residential accommodation. Communities near major metropolitan areas that attract potential home owners from outside their jurisdictions may take part in the project, even if they do not meet the 30 per cent requirement. Participating communities must have an official plan.

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
SENIORS' CO-OWNERSHIP DEMONSTRATION PROJECT

HOUSING 23

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6360

Through the Seniors Co-ownership Demonstration Project, the Ministry is encouraging the conversion of existing single-family houses into multiple condominium or cooperative units. This concept can work especially well in rural and smaller communities that have houses too large for the needs of their owners.

With the help of municipalities, local sponsors and **senior citizens' housing** groups, the Ministry will work through the legal, economic and practical issues involved in conversion of these single-family houses to co-ownership.

Groups participating in this demonstration project are eligible for the following **grants** \$3,000 for organizational assistance; \$10,000 for planning, legal and architectural assistance ('soft costs'); and up to \$5,000 per unit (to a maximum of \$30,000 per project) for renovation costs.

Although not the primary goal of the demonstration, there are cases in which grants for organizational and 'soft' costs can be made available for unique, new construction of seniors' housing.

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
SENIORS' RETIREMENT COMMUNITIES PROJECT

HOUSING 24

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6514

Retirement communities are planned residential areas, ranging from groups of mobile homes to detached, single family houses, designed for adults 50 years and older. Most retirement communities consist of two elements: a number of housing units and a community-shared, non-residential facility.

The senior citizen retirement community is one of several **housing** options for **seniors** being explored by the Ministry. The planning period is often lengthy, which increases cost, and discourages others from developing such communities. In addition, it is not clear how well projects are integrated with the social service networks in the community.

The ministry offers **municipalities** incentive **grants** to encourage acceleration of the approval process for planned retirement communities. A grant of \$2,000 is provided for each unit sold and may be used to cover costs associated with the impact on physical or social services, such as sewers and water, fire protection, health care and visiting home-makers.

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
MUNICIPAL BUILDING PROFILE PROGRAM

HOUSING 25

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6514

The program is designed to help municipalities define the characteristics of their rental housing by age, location and type of projects.

**Grants** of up to \$20,000 are being made to urban **municipalities** in which rental stock makes up a fair proportion of their total housing.

Aided by comprehensive profiles of the rental accommodation within their boundaries, municipalities will be able to make plans for the future of their rental housing and to benefit from any available government assistance such as support for the upgrading of older rental stock.

The first phase of the four-year Municipal Building Profile Program involves extensive liaison with municipal representatives, including planning and building officials, in order to encourage project proposals.

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
PROPERTY MANAGEMENT SUPPORT PROGRAM

HOUSING 26

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6514

This program encourages **education** and training of **landlords** through joint development of seminars, courses, visual aids and information packages. Wherever possible, these programs will make use of existing resources.

Studies have shown that a high proportion of rental housing is operated as small **businesses**. These landlords have indicated a desire for better information and training in

important operational areas, such as finance, accounting, rent review procedures, landlord and tenant legislation and maintenance and modernization strategies.

The ministry is working with landlord representatives in defining their priorities, developing appropriate training packages, and ensuring a workable delivery system.

#### SOCIAL HOUSING FIELD OPERATIONS BRANCH CONVERT-TO-RENT PROGRAM

HOUSING 27

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6391

Ontario is offering interest-free loans of between \$5,000 and \$7,000 per unit to help produce some 10,000 moderate-cost rental housing units, primarily through conversions of non-residential buildings under the Convert-to-Rent program.

**Loan** assistance can be obtained for producing hostel-type **accommodation** for single people or new rental housing within single-family homes. Additional loans of \$2,000 are available for units accessible to **physically-handicapped persons**.

Factories, schools, warehouses and space over retail stores are eligible for conversion into apartments. Construction of new rental housing or a combination of conversion and construction can occur on non-residential sites.

To make better use of existing facilities, space in residential complexes that is not used for shelter, such as garage and storage areas, may be converted. Interest-free loans are also available for building new rental units onto existing housing projects or residential sites.

The Convert-to-Rent program is administered through the Ministry's Regional Housing Programs Offices (see Social Housing Field Operations Branch, HOUSING).

#### SOCIAL HOUSING FIELD OPERATIONS BRANCH ONTARIO HOME RENEWAL PROGRAM

HOUSING 28

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6430

Administered by municipalities in many areas of the province, this program assists homeowners in upgrading their **homes**, with an emphasis on faulty structural and sanitary conditions and on plumbing, insulation, heating and electrical systems.

**Loans** of up to \$7,500 are made to eligible owner-occupants who wish to bring their homes up to standard. A portion of a loan may be forgiven, depending on the recipient's income.

**Physically-handicapped** homeowners, or homeowners with physically-handicapped relatives residing permanently with them, may qualify for loans of up to \$9,500 for alterations that make homes more appropriate to their needs. The maximum annual qualifying family income, after allowable deductions, is \$20,000 effective August 1, 1986.

Detailed information and application forms are available from local **municipalities** taking part in the Ontario Home Renewal Program (**OHRP**). In areas that are not situated within existing municipal boundaries, assistance is provided through the Ministry of

Northern Development and Mines Field Offices (see Regional and Community Development Branch).

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
RENT SUPPLEMENT PROGRAM

HOUSING 29

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6430

Ontario Housing Corporation acquires the use of rental units, in properties not owned by the corporation, with qualifying families, senior citizens and handicapped persons paying **rents** based solely on their incomes.

OHC has agreements covering some 11,000 rent supplement units across Ontario. The federal and provincial governments subsidize the difference between the rent paid by **tenants** and the full rental rate, as negotiated between the Ministry and participating landlords.

Generally, no more than 25 per cent of the units in a complex or building are leased under the program.

The landlord chooses prospective tenants from the local housing authority priority list for rent-geared-to-income housing.

The program is administered by this Ministry's Regional Housing Programs Offices (see Social Housing Field Operations Branch).

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
PORTABLE LIVING UNITS FOR SENIORS

HOUSING 30

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6514

An innovative approach to **seniors' housing** that originated in Australia, the so-called 'granny flat' is a detached housing unit which can be placed in the yard of an existing family home. Intended solely for occupancy by an elderly parent or parents of the owner of the main house and property, the self-contained units are designed to be temporary and portable, so that they can be removed and relocated when no longer required.

To test the applicability of this housing approach, the Ministry is constructing and placing a small number of these units through its Portable Living Units for Seniors ( **PLUS** demonstration project. A total of 12 units are being produced during the demonstration, four each in three municipalities: the Regional Municipalities of Ottawa-Carleton and Sudbury and the City of Waterloo. During the three-year demonstration, the units, owned and operated by the province, are rented to occupants at a rent equivalent to that of the nearest market alternative.

Based on an evaluation of the demonstration project, a decision will be made regarding the longer-term implications and opportunities of the concept as a private market housing alternative.

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
FEDERAL/PROVINCIAL SENIOR CITIZEN RURAL  
HOUSING PROGRAM

HOUSING 31

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6430

Where a need has been determined, a limited number of **senior citizen rent** geared-to-income projects may be built in communities with populations of less than 2,500.

Capital funding is shared by the federal and provincial governments on a 75:25 ratio. In both organized and unorganized communities, operating deficits are shared on the same 75:25 basis. Projects developed by the province are managed by local housing authorities.

The program is administered through this Ministry's Regional Housing Offices (see Social Housing Field Operations Branch).

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
FEDERAL/PROVINCIAL RURAL HOUSING PROGRAM

HOUSING 32

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6430

**Mortgage** payments are geared to the household's income under this **home** purchase program administered by the federal government.

Assistance is provided for the acquisition and rehabilitation of existing family units or the construction of new family units in rural communities with populations of less than 2,500.

Canada Mortgage and Housing Corporation, the federal agency, provides 75 per cent and Ontario Housing Corporation supplies 25 per cent of the funds for this mortgage payment-geared-to-income program.

SOCIAL HOUSING FIELD OPERATIONS BRANCH  
MUNICIPAL HOUSING STATEMENT PROGRAM

HOUSING 33

777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
416-585-6430

The ministry offers study grants or technical assistance to help municipalities prepare or update their housing statements.

A **Municipal Housing Statement (MHS)** defines a municipality's housing requirements and policy directions. It consists of two major components: a housing market analysis and the basis of a housing strategy. Housing statements also examine issues affecting maintenance of housing, such as housing renewal, quality of housing, energy efficiency and the conversion of vacant core area space to rental housing.

When endorsed by a municipal council and approved by the ministry, a housing statement can form the basis for a **municipality's** request for federal and provincial assistance for housing programs.

The program is administered by this Ministry's Regional Housing Programs Offices (see Social Housing Field Operations Branch).

## PROGRAM POLICY AND EVALUATION BRANCH

HOUSING 34

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6077

The Branch develops and evaluates social housing programs and policies. Program Development and Evaluation reviews social housing programs and develops new initiatives, policy and operational procedures. Management Operations Review examines the cost effectiveness of operational policies, programs and procedures. Operational Support Services evaluates support programs such as social and recreational services. Other duties include development of field manuals and policy directives for social housing programs.

## TECHNICAL SERVICES BRANCH

HOUSING 35

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6382

Technical Services Branch provides architectural, engineering and appraisal services to the Ontario Housing Corporation client groups through the Regional Housing Programs Offices. It develops guidelines, standards and generic specifications associated with the construction, conservation and maintenance of housing. The branch also coordinates construction or conservation projects and programs that involve more than one Regional Housing Programs Office and assists with program delivery.

## HOUSING POLICY

HOUSING 36

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6360

This branch is charged with developing new provincial housing policies and programs. The Policy and Program Development Section evolves and monitors strategic policy for private market ownership and rental housing. The Housing Conservation Unit's major objective is to conserve, supplement and make optimum use of the existing housing stock and related urban infrastructure.

The **Housing Conservation Unit** carries out research demonstration projects for a wide range of **housing** conservation, neighbourhood intensification and stock management subjects. It subsequently develops policy and program guidelines and initiatives and establishes liaison between the ministry and major client groups involved in housing renovation and conversion. A variety of **publications** providing advice on home renovation for the general public and contractors are also produced and distributed.

The unit administers the annual **Ontario Renews Awards** which encourage and recognize excellence in the innovative renovation of residential **buildings** groups of buildings and related projects throughout Ontario. Awards are made in a number of categories ranging from small private projects to multiple housing and community improvement schemes.

The **Ontario Renovation Information Centre** is a renovated house at 16 Howland Road, Toronto, M4K 2Z6, operated by the Housing Conservation Unit. Incorporating a wide variety of home renovation techniques and products, the house is open to the public from Wednesday to Sunday. For further information, call 416-461-7577. The **Home Conservation Centre** is a travelling exhibit placed and staffed by the unit throughout the year. The

1986 program covered 24 home shows and conferences, such as the National Home Show and the Building Tomorrow Conference.

## ACTS

## ACTS

## HOUSING 37

The following is a list of Acts administered by the Ministry of Housing. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal branch or information/communications branch.

- Building Code Act
- Elderly Person's Housing Aid Act
- Housing Development Act
- Ministry of Municipal Affairs and Housing Act, 1981
- North Pickering Development Corporation Act, 1974
- Ontario Housing Corporation Act
- Ontario Water Resources Act,  
subsections 44(2)(a), (b) and (c) and  
sections 45 to 48 inclusive
- Rental Housing Protection Act
- Residential Tenancies Act
- Residential Complexes Financing Costs Restraint Act
- Rural Housing Assistance Act

## MINISTRY OF INDUSTRY, TRADE AND TECHNOLOGY

Hearst Block

900 Bay St.

Queen's Park, Toronto M7A 2E1

The Ministry of Industry, Trade and Technology encourages accelerated introduction and application of new manufacturing technology; assists in product innovation and commercialization of new products and processes; promotes domestic and foreign investment; encourages companies to export; supports trade through international offices, trade shows, missions and the Trade Expansion Fund; promotes and assists the formation of small businesses and the expansion of the domestic market by identifying sources of supply.

The Ministry of Industry, Trade and Technology's activities support the growth of productive and stable employment in consultation and partnership with the private sector.

### COMMUNICATIONS AND PROMOTION SERVICES

MITT 1

Hearst Block, 9th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-1586

The mandate of this Branch is to communicate the ministry's role, programs and services to its domestic and international audiences, the people of Ontario, the business community and investors and buyers at home and abroad. Editorial and information services staff bring in journalists from other countries, handle media relations and public enquiry, and produce news releases, speeches, statements, two weekly internal newsletters, and **Ontario Economic News**

Promotional services include ministry designs and **publications**, **audiovisual** productions, domestic and international **advertising** campaigns, and arrangements for incoming delegations and special events.

### FRENCH LANGUAGE SERVICES

MITT 2

Hearst Block, 9th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-963-3867

The French Language Services Coordinator coordinates the government's policy on French language services (provision of such services to the Franco-Ontarian public) within the Ministry.

### SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française.)

## DEPUTY MINISTER'S OFFICE

### PREMIER'S COUNCIL SECRETARIAT

MITT 3

Hearst Block, 8th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-1617

The Secretariat supports the activities of the Premier's Council, whose mandate is to develop and recommend long-term economic strategies for industrial and technological development in Ontario.

The Secretariat also coordinates the operation of the government's **Technology Fund**.

### LEGAL SERVICES BRANCH

MITT 4

56 Wellesley St. W., 5th Flr.  
Toronto M7A 2E7  
416-965-4622

The Branch provides general legal services and counselling. It is seconded to the Ministry of Industry, Trade and Technology by the Ministry of the Attorney General.

### AUDIT SERVICES BRANCH

MITT 5

Hearst Block, 6th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-4510

Internal audit services to the Ministry of Industry, Trade and Technology and its agencies are provided by this branch, which has dual responsibility to act in a consultative and audit role. To ensure economy, efficiency and effectiveness, it reviews and appraises financial management, EDP (electronic data processing) controls and operational and program activities.

### EQUAL OPPORTUNITY PROGRAM

MITT 6

Hearst Block, 9th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-4259

The Equal Opportunity Program Manager plans, develops and coordinates activities to improve the status of female employees, within this Ministry and ensures equal opportunity for women.

**ASSISTANT DEPUTY MINISTER  
SMALL BUSINESS, SERVICES AND CAPITAL PROJECTS DIVISION**

**SMALL BUSINESS, SERVICES AND CAPITAL  
PROJECTS DIVISION**

MITT 7

Hearst Block, 6th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-4036

This Division is responsible for the formulation of overall ministry policies, strategies, programs and initiatives directed at supporting the growth and stability of the small business and service industry sectors.

**SERVICE SECTOR BRANCH**

MITT 8

The purpose of this branch is to improve the economic climate of the service sector in the province, the calibre of management **skills** in the smaller service operations and the prospect for survival of new enterprises. It acts as an advocate within government and as a coordinator of government policies, strategies and programs directed towards the service sector.

**SMALL BUSINESS BRANCH  
ADVICE AND COUNSEL SECTION**

MITT 9

Hearst Block, 7th Flr.

900 Bay Street

Queen's Park, Toronto M7A 2E1

416-965-5494, 965-0410

The Advice and Counsel Section offers services and self-help materials to enhance the management skills and planning capabilities of small **business** in Ontario with the focus on the start-up stage.

Seminars on starting a business, marketing, and other subjects are presented on a regular basis throughout Ontario. The **University Small Business Consulting Service** provides funds to the business schools of 12 Ontario universities permitting senior commerce and MBA students to offer consulting services to small business. A toll-free (1-800-387-6142) small business start-up **information service** will answer basic questions on business start-up.

Branch services are delivered from Queen's Park in cooperation with the Ministry's domestic offices listed under the Domestic Offices Branch.

**SMALL BUSINESS BRANCH  
ADVOCACY SECTION**

MITT 10

Hearst Block, 7th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-6304

The Small Business Advocacy Section is the voice, within the provincial government, of Ontario's small **business** community. The Section researches small business' performance and concerns, accesses **financing**; and handles inquiries about government regulations and **legislation**.

**BUSINESS DEVELOPMENT BRANCH  
MARKET DEVELOPMENT SECTION**

MITT 11

Hearst Block, 7th Flr.  
900 Bay Street  
Queen's Park, Toronto M7A 2E1  
416-965-3560

The Market Development Section helps private sector companies identify market opportunities related to emerging **technologies**, changing customer requirements, government procurement and global product mandating.

**BUSINESS DEVELOPMENT BRANCH  
INDUSTRIAL PRODUCTS SECTION**

MITT 12

Hearst Block, 7th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-3560, 965-1574

The Industrial Products Section assists Ontario's **manufacturing** sector in identifying and realizing emerging **business** opportunities. Through joint ventures, it helps Ontario companies add new products; enables multinationals to increase domestic **sourcing**; and facilitates development of strategies in the private sector.

**BUSINESS DEVELOPMENT BRANCH  
INSTITUTIONAL PRODUCTS AND PROCUREMENT SECTION**

MITT 13

Hearst Block, 7th Flr.  
900 Bay St  
Queen's Park, Toronto M7A 2E1  
416-965-5295

Institutional Products and Procurement Section works with Ontario manufacturers to identify and realize emerging **business** opportunities and offers assistance to companies who want to add new products through joint venture government **procurement**. Through a proactive supplier development process the section helps to increase the Canadian content of government procurement and it administers the **Industrial Development Procurement Policy**.

A sourcing directory, 'Computer Systems Sources', listing manufacturers of hardware, software, computer peripherals and business consultants, and a directory of Public Sector Buyers in all levels of government and agencies in Ontario, are published by this section.

**ASSISTANT DEPUTY MINISTER - INDUSTRY AND TRADE EXPANSION**

**INDUSTRY AND TRADE EXPANSION DIVISION**

MITT 14

The Division formulates overall ministry policies, strategies, programs and initiatives directed at the growth of productive, stable employment by expanding domestic and international trade, encouraging investment opportunities and strengthening the competitiveness of Ontario's industrial base.

## DOMESTIC OFFICES BRANCH

MITT 15

Hearst Block, 6th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-1015

The Domestic Offices Branch delivers the programs and services of the Ministry through its 13 offices located throughout Southern Ontario. General business counselling on product development, manufacturing, financing and marketing is provided to secondary **manufacturing industries**, small **business** entrepreneurs and investors.

## DOMESTIC OFFICES IN ONTARIO

143 Parkedale Ave.

**Brockville K6V 6B2**

613-342-5522

For toll-free number check  
blue pages of telephone directory  
(Eastern Ontario Area)

119 King St. W., 3rd Flr.

P. O. Box 2112

**Hamilton L8N 3Z9**

416-521-7783

If long distance dial  
1-800-263-2121  
(Central Ontario West Area)

1055 Princess St., Ste. 308

**Kingston K7L 5T3**

613-547-2248

If long distance ask Operator  
for Zenith 59130  
(Eastern Ontario Area)

305 King St. W., Ste. 507

**Kitchener N2G 1B9**

519-744-6391

If long distance dial  
1-800-265-2428  
(Southwestern Ontario Area)

195 Dufferin Ave., Ste. 607

**London N6A 1K7**

519-433-8105

If long distance dial  
1-800-265-4743  
(Southwestern Ontario Area)

4 Robert Speck Parkway, Ste. 1140

**Mississauga L4Z 1S1**

416-279-6515

(Central Ontario West Area)

73 Mississauga St. E., 2nd Flr.  
Box 488

**Orillia L3V 6K2**

705-325-1363

If long distance ask Operator  
for Zenith 59130  
(Central East Ontario Area)

56 Sparks St. S., Ste. 404

**Ottawa K1P 5A9**

613-566-3703

If long distance ask Operator  
for Zenith 59130  
(Eastern Ontario Area)

Nor-Towne Plaza

1131 Second Ave. E., Ste. 104

**Owen Sound N4K 2J1**

519-376-3875

If long distance ask Operator  
for Zenith 59130  
(Southwestern Ontario Area)

139 George St. N.

**Peterborough K9J 3G6**

705-742-3459

If long distance ask Operator  
for Zenith 59130  
(Eastern Ontario Area)

15 Church St., 4th Flr.  
Provincial Gas Bldg.  
**St. Catharines L2R 3B5**  
416-688-1454  
If long distance dial  
1-800-263-5670  
(Central Ontario West Area)

250 Windsor Ave.  
2nd Flr., Rm. 227  
**Windsor N9A 6V9**  
519-252-3475  
If long distance dial  
1-800-265-1345  
(Southwestern Ontario Area)

5 Fairview Mall Dr., Ste. 480  
**Willowdale M2J 2Z1**  
416-491-7680  
If long distance ask Operator  
for Zenith 59130  
(Central Ontario East Area)

**INVESTMENT BRANCH**  
**INVESTMENT MARKETING SECTION**  
Hearst Block, 6th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-9700

MITT 16

The Investment Marketing Section is primarily concerned with marketing Ontario as an attractive location for new **investment** and with increasing investment of **businesses** already established in Ontario or Canada. Specific responsibilities include mergers and acquisitions and liaison with **international** offices.

**INVESTMENT BRANCH**  
**PLANT LOCATION AND MUNICIPAL LIAISON SECTION**  
Hearst Block, 6th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-7299

MITT 17

The Plant Location and Municipal Liaison Section offers a confidential consulting service to **industries** considering the establishment of new or expanded manufacturing facilities. Consultative services and publications on industrial development, industrial parks and promotion are available to **municipalities**. Information is also obtainable from field offices listed under this Ministry's Domestic Offices entry.

**INVESTMENT BRANCH**  
**IMMIGRANT ENTREPRENEUR SECTION**  
Hearst Block, 6th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-5331

MITT 18

The **Immigrant** Entrepreneur Section counsels prospective foreign **business** persons intending to immigrate to Canada and determines the viability and benefits of their business prospects in Ontario. It makes recommendations to the Canada Employment and Immigration Commission which are taken into consideration when the entrepreneur applies for permanent residence in Canada.

The Section also plays an advocacy role in other immigration-related matters such as the transfer of key personnel from other countries to new Ontario operations.

#### USA AND LATIN AMERICA SECTION

MITT 19

Hearst Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-5834

This Section directs the development and implementation, in the USA and Latin America, of international marketing and field services delivery programs which will, by expanding international trade, support the growth of productive, stable employment in Ontario.

The following offices report to this Section:

1100 Circle 75 Parkway, Ste. 620

**Atlanta, Georgia 30339**

404-956-1981

14901 Quorum Dr., Ste. 485

**Dallas, Texas 75240**

214-386-8071

Prudential Tower, Ste. 4066

800 Boylston St.

**Boston, Massachusetts 02199**

617-266-7172

700 S. Flower St., Ste. 1420

**Los Angeles, California 90017**

213-622-4302

208 South LaSalle St., Ste. 1806

**Chicago, Illinois 60604**

312-782-8688

800 Third Ave., Ste. 2800

**New York, New York 10022**

212-308-1616

#### EUROPE AND MIDDLE EAST SECTION

MITT 20

Hearst Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-9709

This Section directs the development and implementation, in Europe and the Middle East, of international marketing and field services delivery programs which will, by expanding international trade, support the growth of productive, stable employment in Ontario.

The following offices report to this Section.

*Ontario House*

21 Knightsbridge

**London SW1, England**

011-44-1-245-1222

The Agent General, **Ontario House**, is responsible for representational and other activities in Britain and Ireland on behalf of all Ontario government ministries. This office acts as a cultural representative, promotes Ontario tourism, provides the public, business groups and the media with information on Ontario, and is involved in developing agricultural opportunities in Europe.

*Ontario House*  
109 rue du Faubourg  
Saint-Honore  
**75008 Paris, France**  
011-33-1-4-563-1634

*Ontario House*  
Bockenheimer Landstrasse 51/53  
**D-6000 Frankfurt/Main, West Germany**  
011-49-69-72-0971

## PACIFIC RIM SECTION

MITT 21

Hearst Block, 5th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-1615

This Section directs the development and implementation in the Pacific Rim, of international marketing and field services delivery programs, which will, by expanding international trade, support the growth of productive, stable employment in Ontario.

The following offices report to this Section:

*Tokyo*  
World Trade Centre Bldg.  
Ste. 1219  
4-1 Hamamatsu-cho  
2-chome Minato-ku  
**Tokyo 105, Japan**  
011-81-3-436-4355

*Seoul*  
Government of Ontario/Canada  
c/o The Canadian Embassy  
Kolon Bldg., 10th Flr.  
45 Myguo-Dong, Jung-ku  
P.O. Box 6299  
**Seoul 100, Republic of Korea**  
82-2-776-4062/4068  
Yongsan 8994

*Singapore*  
Liat Towers, Ste. 10-03  
541 Orchard Rd.  
**Singapore 0923**  
011-65-732-4567

## CHINA SECTION

MITT 22

Hearst Block, 5th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-2781

This Section directs the development and implementation, in the People's Republic of China and Hong Kong, of international marketing and field services delivery programs which will, by expanding international trade, support the growth of productive, stable employment in Ontario.

The following office reports to this Section.

*Hong Kong*  
Admiralty Centre, Tower 1, Ste. 1303  
118 Harcourt Rd.  
**Hong Kong**  
011-852-5-276421

**ASSISTANT DEPUTY MINISTER - NORTHERN ONTARIO**

**NORTHERN ONTARIO**

MITT 23

120 Huron St.  
Sault Ste. Marie P6A 1P8  
705-253-1103

This office develops and directs policy, strategy, program delivery and new initiatives to encourage the growth of productive resources and **employment** in the private sector of Northern Ontario.

The following offices report to the Assistant Deputy Minister -Northern Ontario:

147 McIntyre St.  
**North Bay P1B 2Y5**  
705-472-9660  
If long distance ask Operator  
for Zenith 59130  
(Northern Ontario Area)

273 Third Ave., Ste. 200  
**Timmins P4N 1E2**  
705-264-5393  
If long distance ask Operator  
for Zenith 59130  
(Northern Ontario Area)

199 Larch St., 4th Flr.  
**Sudbury P3E 5P9**  
705-675-4330  
If long distance dial  
1-800-461-1196  
(Northern Ontario Area)

120 Huron St.  
**Sault Ste. Marie P6A 1P8**  
705-253-1103  
If long distance ask Operator  
for Zenith 59130  
(Northern Ontario Area)

435 James St. S., 3rd Flr.  
Box 5000  
**Thunder Bay P7C 5G6**  
807-475-4088  
If long distance ask Operator  
for Zenith 59130  
(Northern Ontario Area)

*Ontario Centre for Resource Machinery*  
127 Cedar St., 4th Flr.  
**Sudbury P3E 1B1**  
705-673-6606

**ADMINISTRATION**

**MANAGEMENT PLANNING AND REVIEW  
GROUP**

MITT 24

Hearst Block, 10th Flr.  
900 Bay St  
Queen's Park, Toronto M7A 2E1  
416-965-5111

This group develops and coordinates the operational planning process of the Ministry of Industry, Trade and Technology. It also administers operational planning and activity review within the Ministry.

**FINANCE AND SYSTEMS BRANCH**

MITT 25

Hearst Block, 9th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-4303

The Branch provides financial and support services to the Ministry of Industry, Trade and Technology and the Ministry of Tourism and Recreation. These services include: processing suppliers' invoices, employees' expenses and charges from other ministries; maintaining accounts and the financial information system; producing and analyzing monthly reports; reporting variance analyses/FIS; producing Public Accounts, and liaising with the Provincial Auditor.

The Branch also develops and coordinates the Ministry of Industry, Trade and Technology's programs and budget planning processes (e.g., estimates preparation, financial analysis, and results reporting) and liaises with Management Board of Cabinet on the Ministry's annual estimates and in-year resource requests.

The Corporate Systems Section offers planning, management and information technology support to both Ministries. This section is responsible for the development, implementation and maintenance of computerized and office information systems, including systems training, records and forms management.

The International Offices Administration Section provides financial and administrative support services to International Offices and Foreign Service Employees.

The Information Resources Centre provides computerized (external/internal) databases of related information to support ministry programs:

**PERSONNEL BRANCH**

MITT 26

Hearst Block, 8th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-4259

The Branch is responsible for the establishment of personnel policies and procedures, classification and compensation levels for all Ministry employees; staff recruitment; employee counselling; investigation of employee grievances; all matters affecting working conditions and performance and the maintenance of personnel, payroll and employee benefit records. It also provides liaison between the Ministry and the Civil Service Commission, Human Resources Secretariat, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU).

**MANAGEMENT SERVICES BRANCH**

MITT 27

Hearst Block, 10th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-4566

Management Services Branch provides purchasing services, supply management, warehousing, printing, duplicating, mail, courier, travel services, and assets management to

the Ministry of Industry, Trade and Technology. It also supplies purchasing services, travel, assets management and printing to the Ministry of Tourism and Recreation. The Branch liaises with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. Office safety supervision is also a Branch responsibility.

#### ONTARIO INTERNATIONAL CORPORATION

MITT 28

Hearst Block, 8th Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-965-3013

The Ontario International Corporation (OIC) markets Ontario's expertise **internationally** in major capital development projects; coordinates consulting, technical and **educational** training packages with appropriate Ontario **businesses** by acting as a government-to-government contact in foreign markets; and promotes and supports Ontario Government expertise and systems internationally. **OIC** is not a funding agency but it provides contacts and analysis of priority market opportunities. It assists in bringing influential officials from developing countries to Ontario to see the education system in community colleges and universities and the potential of Ontario firms, and introduces Ontario entrepreneurs to foreign clients.

#### ASSISTANT DEPUTY MINISTER - POLICY AND TECHNOLOGY

##### POLICY AND TECHNOLOGY DIVISION

MITT 29

Hearst Block, 3rd Flr.

900 Bay St.

Queen's Park, Toronto M7A 2E1

416-963-1373

This division provides for the development and implementation of new development and manufacturing processes within innovation and technology programs, and technology transfers. Reporting to this division are the Industry and Trade Policy Branch, the Strategic Planning Secretariat and the Technology Policy Branch.

**Ontario Technology Centres** are listed below:

*Ontario Centre for  
Advanced Manufacturing  
(Central Office)*

190 Attwell Dr., Ste. 402

**Rexdale M9W 6H8**

416-675-4363

*Canada-Ontario Centre for  
Advanced Manufacturing-Windsor*  
2795 Kew Dr.

**Windsor N8T 3B7**

519-974-3377

*Ontario CAD/CAM Centre*  
400 Collier - MacMillan Dr.  
**Cambridge N1R 7H7**

519-622-3100

*Ontario Robotics Centre*  
743 Monaghan Rd.  
**Peterborough K9J 5K2**

705-876-1611

*Ontario Centre for Microelectronics*  
1150 Morrison Dr., Ste. 400  
**Ottawa K2H 9B8**

613-596-6690

*Ontario Centre for Automotive  
Parts Technology*

63 Church St.  
St. Catharines L2R 3C4  
416-688-2600

*Ontario Centre for Farm Machinery  
and Food Processing Technology*

870 Richmond St.  
Chatham N7M 5J5  
519-354-6883

INDUSTRY AND TRADE POLICY BRANCH

MITT 30

Hearst Block, 7th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-0629

The Industry and Trade Policy Branch has separate units for industry policy and trade policy.

The policies and programs of this branch are aimed at improving the growth and competitiveness of Ontario's **industries**, and **research** is undertaken to strengthen Ontario's position in international trade negotiations.

Staff monitor and brief senior management on current issues such as foreign trade restrictions, industrial development opportunities and investment, and related government policies and programs.

STRATEGIC PLANNING SECRETARIAT

MITT 31

Hearst Block, 7th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-965-7196

The Secretariat coordinates policy and strategic planning. It identifies and analyses issues that affect the Province's economic and industrial development, assesses those policy issues that affect the Ministry's mandate and liaises with other governments.

The Secretariat also formulates strategic planning guidelines for the international **industrial** competitiveness of Ontario, regional industrial development and community economic adjustment.

TECHNOLOGY POLICY BRANCH

MITT 32

Hearst Block, 3rd Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 2E1  
416-963-1373

The Technology Policy Branch has two sections: Policy Coordination, and Information and Analysis.

The Policy Coordination Section, in conjunction with other ministries and the federal government, analyses and develops policies and programs to enhance the technological competitiveness of Ontario industry.

The Information and Analysis Section supplies information and conducts research to support the development of science and technology policy.

The administrative and financial activities of the Technology Centres and the **Innovation Centres** are coordinated by this branch.

**ONTARIO RESEARCH FOUNDATION**

MITT 33

Sheridan Park  
Mississauga L5K 1B3  
416-822-4111

The Ontario Research Foundation provides Canadian industry, consultants and governments with a broad range of **research**, development and **technological** services. This non-profit, contract **industrial** research is confidential and paid for by the client. The multi-disciplinary, independent **laboratory** facilities of the Ontario Research Foundation are used by over 2,000 companies each year for projects ranging from short-term feasibility studies through **manufacturing** product and process development to long-range **scientific** and **engineering** investigation. The Ontario Research Foundation operates a **library**.

**THE DEVELOPMENT CORPORATIONS**

MITT 34

56 Wellesley St. W.  
Toronto M7A 2E7  
416-965-4622

The **Ontario Development Corporation (ODC)**, **Eastern Ontario Development Corporation (EODC)** and **Northern Ontario Development Corporation (NODC)** assist in and encourage the development and diversification of Ontario **industry** by providing: **financial assistance** through bank guarantees, term **loans** and incentive loans; sites, facilities and services in two industrial parks; and technical, **business** and financial information and advice. **Tourism** operations, secondary **manufacturing** industries and selected service industries may avail themselves of this service. Financial assistance is available for establishing new operations, expanding existing ones, initial production of new high technology products, **export** financing, purchasing fixed assets of Ontario-based foreign-owned companies, and buying **pollution control** and **energy** saving equipment. Contact the corporations' head office or appropriate field office listed below.

**ONTARIO DEVELOPMENT CORPORATION**

119 King St. W.  
**Hamilton L8N 3Z9**  
416-521-7785

If long distance dial  
1-800-263-2121

305 King St. W., Ste. 507  
**Kitchener N2G 1B9**  
519-744-1991

If long distance dial  
1-800-265-2428

195 Dufferin Ave., Ste. 607  
**London N6A 1K7**  
519-433-2871

If long distance dial  
1-800-265-4746

4 Robert Speck Parkway, Ste. 1140  
**Mississauga L4Z 1S1**  
416-279-9150

If long distance ask Operator  
for Zenith 42920

73 Mississauga St. E.  
**Orillia L3V 6K7**  
705-325-5553

If long distance ask Operator  
for Zenith 42920

5 Fairview Mall Dr., Ste. 480  
**Toronto M2J 2Z1**  
416-491-7996

If long distance ask Operator  
for Zenith 42920

**EASTERN ONTARIO DEVELOPMENT CORPORATION**

1055 Princess St., Ste. 308  
**Kingston K7L 5T3**  
 613-545-4445  
 If long distance ask Operator  
 for Zenith 42920

56 Sparks St., Ste. 404  
**Ottawa K1P 5A9**  
 613-566-3707  
 If long distance ask Operator  
 for Zenith 42920

139 George St. N.  
**Peterborough K9J 3G6**  
 705-742-3490  
 If long distance ask Operator  
 for Zenith 59130

**NORTHERN ONTARIO DEVELOPMENT CORPORATION**

435 James St. S.  
**Thunder Bay P7C 5G6**  
 807-475-5322  
 If long distance ask Operator  
 for Zenith 42920

273 Third Ave., Ste. 200  
**Timmins P4N 1E2**  
 705-264-1323  
 If long distance ask Operator  
 for Zenith 42920

199 Larch St., 4th Flr.  
**Sudbury P3E 5P9**  
 705-675-4333  
 If long distance dial  
 1-800-461-1196

**ACTS** **MITT 35**

The Ministry of Industry, Trade and Technology is designated to administer the following Acts:

- Development Corporations Act, (1984)
- Massey-Ferguson Limited Act, (1981)
- Ministry of Industry and Trade Act (1982)
- Ontario Regulation 241/84 - Ontario International Corporation
- Research Foundation Act, (1944)
- Technology Centres Act, (1982)
- Ontario Regulation 550/86 - Innovation Ontario Corporation

## MINISTRY OF INTERGOVERNMENTAL AFFAIRS

Mowat Block, Queen's Park  
Toronto M7A 1C2

The Ministry of Intergovernmental Affairs was created on August 18, 1978 to address the relationships between various levels of government. It is responsible for Ontario's relations with the federal, provincial and foreign governments. The Office of Protocol also comes under this Ministry.

### DEPUTY MINISTER'S OFFICE

#### INFORMATION SERVICES

MIA 1

Mowat Block, 6th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-4706  
miconet 416-928-1016  
facsimile 416-965-2096

Information Services meets the communications/advertising needs of the Ministry and provides media services on a government-wide basis for special events, such as the Swearing-in Ceremony, Heads of State and Royal visits and Canada Day (July 1st) celebrations.

The Branch is involved with the writing, production, distribution and translation of news releases, speeches, publications and statements.

Through contacts with the federal government and Ontario ministries, the branch coordinates **programs** for foreign government officials.

Updates on Ontario and national news are provided to the province's offices in North America, the United Kingdom, Europe and south-east Asia through the telex and miconet systems. The branch also monitors events in other provinces and ensures that Ontario's position on issues of mutual concern reaches governments in Canada and abroad.

### SERVICE D'INFORMATION

Le Service d'information se charge de tous les besoins publicitaires et en communication du ministère, ainsi que des relations avec les médias à l'occasion d'événements spéciaux tels que l'assermentation du lieutenant-gouverneur, la visite en Ontario de chefs d'Etat étrangers et de membres de la famille royale et la Fête du Canada, le 1er juillet.

Le Service est aussi responsable de la production, distribution et traduction de communiqués de presse, discours, publications et allocutions en Chambre.

En collaboration avec des représentants du gouvernement fédéral et d'autres ministères provinciaux, le Service prépare et coordonne le programme des délégations étrangères officielles et des journalistes qui visitent l'Ontario.

Par l'intermédiaire d'un système de télécommunication, le Service fournit régulièrement des informations sur la province aux bureaux du gouvernement situés aux Etats-Unis, en Angleterre, en Europe et en Asie du Sud-Est. Le Service suit également de près l'évolution de la politique dans les autres provinces et informe les gouvernements provin-

ciaux, fédéraux et étrangers de la position de l'Ontario sur les questions d'intérêt réciproque.

#### PLANNING AND MANAGEMENT GROUP

MIA 2

Mowat Block, 6th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1B9

416-965-5514

Planning and Management Group's administrative support to the Ministry includes internal and long-range policy planning, liaison with Cabinet committees and other ministries, preparation of annual estimates, monitoring of expenditures and human resources development policy. It coordinates the **Affirmative Action Program** for this Ministry to improve the status of Ontario government female employees with the aim of ensuring equal opportunity for women.

#### OFFICE OF PROTOCOL

MIA 3

Mowat Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1C2

416-965-1215

The Office of Protocol answers inquiries from other branches, agencies and the public about **protocol** procedure and social etiquette. It coordinates VIP visits; arranges official Ontario **ceremonies**, conferences and special events; and administers the **Ontario Honours and Awards Program**. A government **hospitality fund** provides resources to host hospitality functions (e.g., luncheons, dinners, receptions) where the government officially welcomes visitors from outside Ontario who attend national or international events. Requests for assistance should be made in writing to: The Minister of Intergovernmental Affairs, Queen's Park, Toronto M7A 1C2.

#### FEDERAL-PROVINCIAL RELATIONS BRANCH

MIA 4

Mowat Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1B9

416-965-2927

The Federal-Provincial Relations Branch provides policy advice on Ontario's participation in **federal-provincial** and **interprovincial** relations. An Intergovernmental Affairs representative in Ottawa reports on activities of the federal government. The Ontario government plans to open another office in Quebec City in 1987. The branch assesses current **constitutional issues** in Confederation, including the distribution of powers and the reform of central institutions. It identifies the effect of policy and program initiatives on Ontario's relations within Confederation; makes recommendations to ministries on specific interprovincial or federal-provincial issues; assists ministries in their intergovernmental relations and coordinates preparations for the Premier's participation at **First Ministerial Level Conferences Through the Ontario-Quebec Permanent Commission (OQPC)**, the branch promotes educational, public administration and cultural exchanges with Quebec by governments, individuals, groups, schools and organizations.

ONTARIO-QUEBEC PERMANENT COMMISSION

MIA 5

Mowat Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1C2

416-965-2927

The Ontario-Quebec Permanent Commission (OQPC) promotes **cultural** and **educational exchanges** between governments, individuals, groups, schools and organizations in Ontario and **Quebec** to foster understanding and cooperation between residents of the two provinces. The OQPC does not fund or operate programs directly but encourages Ontario and Quebec ministries responsible for such areas as education and cultural affairs to provide joint program funding and grants. It also coordinates exchanges between Ontario and Quebec civil servants to permit sharing of views and experiences on common problems of public administration.

INTERNATIONAL RELATIONS BRANCH

MIA 6

Mowat Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1C2

416-965-3356

International Relations Branch provides policy advice to the Government on Ontario's **international** activities, and the impact of foreign trends on provincial interests. It also serves as a **federal-provincial** liaison between the **Department of External Affairs** and the Ontario Government. The Branch coordinates Ontario's participation in international conferences, assessment of **treaties** and international agreements, visits of foreign dignitaries and delegations and visits abroad by the Premier and members of Cabinet; administers **emergency** relief assistance following natural **disasters** or social upheavals abroad, and organizes Ontario's international strategies for consideration by the Deputy Ministers' Committee on International Relations. The branch has officers at Ontario House in Paris and Tokyo. It also shares an officer with the Ministry of Education at Ontario House in Frankfurt, West Germany (see MITT entry: Europe and Middle East Section).

ACTS

ACTS

MIA 7

The Ministry of Intergovernmental Affairs administers the Ministry of Intergovernmental Affairs Act.

## MINISTRY OF LABOUR

400 University Ave.  
Toronto M7A 1T7

In 1882, the Ontario government established the Bureau of Industry under the Department of Agriculture. In 1900, a Bureau of Labour came into being and labour affairs were transferred from the Department of Agriculture to Public Works. The Bureau was replaced in 1916 by the Trades and Labour Branch, still under Public Works. In April 1919, Bill 169 established the Department of Labour and brought all labour matters under a single ministry. The Department of Labour Act was repealed in 1970 and replaced by the Ministry of Labour Act and under this Act the Department of Labour was renamed the Ministry of Labour.

The Ministry of Labour serves employees and employers by promoting sound industrial relations, safe working conditions and equality of treatment and opportunity in employment. Its programs are concerned with the rights and responsibilities of the individual worker; management and labour; and ensuring health and safety in the work place. The Ministry is assisted by a range of specialized agencies, boards and commissions including the Workers' Compensation Board, the Ontario Labour Relations Board, the Ontario Human Rights Commission, the Ontario Manpower Commission, the Advisory Committee on the Quality of Working Life, the Advisory Council on Occupational Health and Occupational Safety, and the Workers' Compensation Appeals Tribunal.

### DEPUTY MINISTER'S OFFICE

#### EMPLOYMENT EQUITY FOR WOMEN PROGRAM

LABOUR 1

400 University Ave., 14th Flr.  
Toronto M7A 1T7  
416-965-1828

The Employment Equity For Women Program Manager plans, develops and coordinates the Employment Equity For Women Program to improve the status of the Ministry's female employees with the ultimate aim of ensuring equal opportunity for women.

#### PLANT CLOSURE REVIEW AND EMPLOYMENT ADJUSTMENT BRANCH

LABOUR 2

400 University Ave., 11th Flr.  
Toronto M7A 1V2  
416-965-0853

This branch coordinates various Ontario Government ministries' programs to respond to particular plant closures by Ontario **industry**. It advises the public on the requirements under the Employment Standards Act concerning the termination of **employment** in Ontario.

#### ONTARIO QUALITY OF WORKING LIFE CENTRE

LABOUR 3

400 University Ave., 15th Flr.  
Toronto M7A 1T7  
416-965-5958

The Quality of Working Life Centre (QWL) embodies a concept with interlocking goals: greater self-fulfilment of **employees** and better performance of an organization for the benefit of the employees, the unions and the employers. The Centre assists in establish-

ing joint labour-management QWL projects in specific organizations and communities, and provides opportunities for the training of individuals and organizations in QWL approaches. It also undertakes information and **research** activities, promotes a community interest in QWL concepts and publishes a newsletter on QWL developments and occasional papers and pamphlets on QWL.

## LABOUR POLICY AND PROGRAMS

### HANDICAPPED EMPLOYMENT PROGRAM

LABOUR 4

400 University Ave., 10th Flr.

Toronto M7A 1T7

416-965-2321

The Handicapped Employment Program provides **employment equity** consulting services to private sector employers on initiatives to increase **employment** opportunities for workers with disabilities. It is active in community development to identify and resolve barriers to the employment of **disabled people** at a local level. The program facilitates links between employers, trade unions, health professionals, handicapped persons, special interest groups, voluntary programs, social agencies, related government programs, educators, architects and insurers, at both a community and provincial level. It provides a public resource centre (a list of resources is available upon request), engages in public education, advises persons with disabilities seeking employment or promotion and advises government on policy and **legislation** affecting the employment of disabled people. It also **publishes** 'Taking Aim: Job Search Strategies for People with Disabilities' and 'What it Takes: Planning an Employment Equity Program for People with Disabilities'.

### LEGAL SERVICES BRANCH

LABOUR 5

400 University Ave., 7th Flr.

Toronto M7A 1T7

416-965-6625

Legal Services Branch counsels the Ministry on the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc., and providing opinions to the Ministry relating to the Occupational Health and Safety Act, the Employment Standards Act, and the Workers' Compensation Act. The Legal Services Branch is responsible to the Attorney General's Office.

### EMPLOYMENT STANDARDS BRANCH

LABOUR 6

400 University Ave., 3rd Flr.

Toronto M7A 1V2

416-965-5251

The branch, under the Director of Employment Standards, is responsible for the administration and enforcement of the **Employment Standards Act**, **Industrial Standards Act**, the **Employment Agencies Act**, and the Ontario Government Fair Wage Schedules.

The Employment Standards Act provides for minimum terms and conditions of **employment**, called employment standards. It sets out the maximum number of hours which can be worked in the day or week; creates a minimum **wage**, requires overtime **pay** of at least one and one-half times the employee's regular rate and establishes paid public **holidays**. It requires equal pay for equal work, prohibits discrimination on the basis of

sex, age or marital status in employer-provided benefit plans; institutes an entitlement to **pregnancy leave**; forbids lie detector testing; obligates an employer to provide notice of termination or pay in lieu thereof and, in certain cases, imposes a separate liability for severance pay.

Under the Industrial Standards Act employees and employers may jointly request a schedule of **working conditions** for their particular industry. When the schedule has been prepared and accepted by both groups and has been approved by the Ministry, the schedule becomes the standard for that industry or trade in a designated zone. Any properly defined industry may take advantage of the legislation; it is now being utilized by the garment and fur industries.

The **Fair Wage Schedule** on government contracts ensures that employees working on government projects in the construction, building cleaning and security guard industries receive fair **labour** rates and offers contractors a measure of protection from unfair competition based on labour costs when bidding on government contracts. Such contracts contain wage and labour conditions which are applicable to the zone where the work is being carried out and which must be adhered to by the contractor(s).

The Employment Agencies Act (965-0631) provides for the licencing and regulation of employment agencies in Ontario with respect to their dealings with job applicants who use their services to obtain employment. All agencies engaged in 'permanent' placement must apply and qualify for a **licence** before they undertake any recruitment activity.

For information on any of the programs of the branch, contact one of the following offices in the Province:

Ontario Government Building  
119 King St. W., 8th Flr.  
**Hamilton L8N 3Z9**  
416-521-7736  
If long distance dial  
1-800-263-6906

808 Robertson St.  
**Kenora P9N 1X9**  
807-468-3128  
If long distance dial  
1-800-465-1104

1055 Princess St.  
**Kingston K7L 1H3**  
613-545-4340  
If long distance dial  
1-800-267-0915

824 King St. W.  
**Kitchener N2G 1G1**  
519-744-8101  
If long distance dial  
1-800-265-2373  
1-800-265-2468

205 Oxford St. E.  
**London N6A 5G6**  
519-439-3231  
If long distance dial  
1-800-265-4707

2197 Riverside Dr., Ste. 301  
**Ottawa K1H 7X3**  
613-523-7530  
If long distance dial  
1-800-267-1916

390 Bay St.  
**Sault Ste. Marie P6A 1X2**  
705-949-3331  
If long distance dial  
1-800-461-7286

205 King St.  
**St. Catharines L2R 3J5**  
416-682-7261  
If long distance dial  
1-800-263-7260

199 Larch St.  
**Sudbury P3E 5P9**  
705-675-4455  
If long distance dial  
1-800-461-4000

435 James St. S.  
**Thunder Bay P7E 6E3**  
807-475-1691  
If long distance dial  
1-800-465-5016

273 Third Ave., Ste. 400  
**Timmins P4N 1E2**  
705-267-6231  
If long distance ask Operator  
for Zenith 57740

400 University Ave., 3rd Flr.  
**Toronto M7A 1V2**  
416-965-5251  
If long distance dial  
1-800-268-9001

500 Ouellette Ave.  
**Windsor N9A 1B3**  
519-256-8278  
If long distance dial  
1-800-265-5140

#### COORDINATOR OF FRENCH LANGUAGE SERVICES

LABOUR 7

400 University Ave., 2nd Flr.  
Toronto M7A 1T7  
416-965-7795

The French Language Services Coordinator implements the government's policy on French language services (provision of such services to the Franco-Ontarian public) within this Ministry.

#### SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre et du contrôle de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

#### FINANCE AND ADMINISTRATION DIVISION

##### LIBRARY AND INFORMATION SERVICES

LABOUR 8

400 University Ave., 10th Flr.  
Toronto M7A 1T7  
416-965-1641  
Toll Free Number for Occupational Health and Safety  
Information Service: 1-800-387-5404

The **Library** collection consists of 70,000 books and reports, 1,200 journal titles, 500 Statistics Canada reports, Canadian, American and International standards, annual reports and other serials related to the Ministry's areas of responsibility: labour relations, employment, working conditions, human rights, women in the labour force, employment for the handicapped, occupational health and safety, construction, industrial and mining safety and radiation protection. Also included in the collections are the decisions of the Ontario Labour Relations Board, the Employment Standards Branch, the Ontario Human Rights Commission and a collection of judicial decisions under the Occupational Health and Safety Act. A large collection of Microforms, five in-house automated index-

es, online access to twelve external computerized database systems, interlibrary loan, photocopying services and two regularly published library bulletins in the area of Labour Relations, Employment and Human Rights and Occupational Health and Safety are also available to library clients. Borrowing services to non-Ministry clients are provided through interlibrary loan. Online computer searches, including SDI searches and in-depth research, are conducted for Ministry of Labour clients only. The Library operates the Ministry **reading room** which provides public access to Ministry publications, statutes and some manuals and internal procedures used by the Ministry.

## FINANCIAL MANAGEMENT AND ANALYSIS

LABOUR 9

### BRANCH

400 University Ave., 2nd Flr.  
Toronto M7A 1T7  
416-965-4148

The Financial Management and Analysis Branch provides Ministry programs with accounting services such as budget preparation and control, financial reporting, accounts payable, payroll, revenue and accounts receivable.

The Branch also offers financial planning and analysis services to executive and program managers at the ministry, which include coordination of the annual resource allocation and estimates process; managing-by-results reporting and implementation of government-wide financial management improvement initiatives. The branch liaises with other Ministries and government central agencies.

## ADMINISTRATIVE OPERATIONS BRANCH

LABOUR 10

434 University Ave., 3rd Flr.  
Toronto M5G 1R6  
416-965-6115

The branch provides the Ministry with purchasing of goods and services, supply management, printing, duplicating, mail and transportation services, records management, assets management and the maintenance of policy and procedures manuals (e.g., Manual of Administration). The branch serves as liaison with the Ministry of Government Services to coordinate such common services as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. The branch is also responsible for the provision and supervision of administrative support personnel in the district and field office locations throughout Ontario.

The branch also operates an **Information Centre** on the main floor of the Ministry's offices at 400 University Avenue, Toronto (965-9500) which provides general information service on, and referrals to, Ministry programs.

## COMMUNICATIONS BRANCH

LABOUR 11

400 University Ave., 2nd Flr.  
Toronto M7A 1T7  
416-965-7941

The Communications Branch informs the public, client groups and the media about the Ministry's activities. The branch provides communications support to the Minister, the Deputy Minister, senior managers and program areas. Its activities include media liaison and producing and distributing information materials.

**INTERNAL AUDIT**

**LABOUR 12**

434 University Ave., 1st Flr.  
Toronto M7A 1T7  
416-965-4137

Internal Audit is responsible for the Ministry's audit functions which include the review and appraisal of Ministry management, financial and operational controls.

**HUMAN RESOURCES BRANCH**

**LABOUR 13**

400 University Ave., 2nd Flr.  
Toronto M7A 1T7  
416-965-6121

Human Resources Branch works mainly in an advisory capacity with line managers whose prime task is personnel matters within their units. The branch is responsible for the establishment of Ministry personnel policies and procedures and employee classification and compensation levels; staff recruitment, training and employee counselling, investigation of employee grievances and all matters affecting working conditions and performance. It maintains the Ministry's personnel, payroll and employee benefit records and serves as liaison between the Ministry, Management Board and the Ontario Public Service Employees Union (OPSEU).

The branch administers the Public Service Act, the Crown Employees Collective Bargaining Act and the Collective Agreement as they relate to Ministry employees.

It also coordinates the Ministry's summer **youth employment** programs including **Students Training in Industrial Relations (STIR)**.

**MANAGEMENT INFORMATION SYSTEMS  
BRANCH**

**LABOUR 14**

400 University Ave., 12th Flr.  
Toronto M7A 1T7  
416-965-4165

The Management Information Systems Branch provides a complete range of systems development support to all areas in the Ministry. This includes manual systems and computer applications wherever appropriate. Project management covers feasibility studies, cost/benefit analysis, systems design, implementation, data entry, quality control, maintenance and ongoing scheduling and processing of all operational systems which support program managers.

**OCCUPATIONAL HEALTH AND SAFETY DIVISION**

**PROGRAM ADMINISTRATION**

**LABOUR 15**

400 University Ave., 14th Flr.  
Toronto M7A 1T7  
416-963-2608

The Strategic Policy Unit (965-0260) and the Program Development Unit (965-2305) are responsible for the identification and development of control strategies for toxic substances as well as other division-wide policies and procedures.

## CONSTRUCTION HEALTH AND SAFETY BRANCH

LABOUR 16

400 University Ave., 8th Flr.  
Toronto M7A 1T7  
416-965-7161  
1-800-268-8013

The branch is responsible for encouraging **construction** employers and employees across the Province to prevent occupational health and **safety** injuries, accidents and fatalities, in order to reduce the economic and social losses resulting from occupational health and safety hazards.

The branch administers and enforces the provisions of the **Occupational Health and Safety Act**, R.S.O. 1980 c.321, and the Regulations for construction projects. The Act encompasses regulations for the **health** and safety of workers (**employees** and on-site **employers**) in the construction industry, including work on **buildings**, streets, sewers, watermains, underground work and work done using compressed air. The branch periodically inspects construction sites and investigates complaints, refusals to perform unsafe work, **accidents** and fatalities. Prosecutions are usually recommended for contraventions of the legislation that could result in critical or fatal injuries to a worker.

The professional engineering staff provide expertise to construction safety managers and officers within the branch, labour-management groups, manufacturers of equipment used in the construction industry, professionals such as architects and engineers, and others.

The branch offers assistance to the Ministry of the Solicitor General by releasing copies of reports of investigations into construction **deaths** to the Chief Coroner and local coroners. Branch staff are also called upon to give evidence at coroners' inquests into these fatalities or in some cases to provide expert technical information.

The branch delivers its program through its head office located at the above address and three administrative regions. Each region is subdivided into districts as indicated below:

### CENTRAL REGION

*Regional Office*  
2500 Lawrence Ave. E.  
**Scarborough M1P 2R7**  
416-750-3557

2 Robert Speck Pkwy.  
**Mississauga L4Z 1H8**  
416-273-7800

139 George St. N.  
**Peterborough K9J 3G6**  
705-742-3436

400 University Ave., 8th Flr.  
**Toronto M7A 1T7**  
416-965-7161  
If long distance dial  
1-800-268-8013

### NORTHEASTERN REGION

*Regional Office*  
2197 Riverside Dr.  
Pebb Bldg., 3rd Flr  
**Ottawa K1H 7X3**  
613-523-7530  
If long distance dial  
1-800-267-1916

1055 Princess St.  
**Kingston K7L 1H3**

613-545-4340  
If long distance dial  
1-800-267-0915

390 Bay St., 3rd Flr.  
**Sault Ste. Marie P6A 2A7**  
705-949-3331

If long distance dial  
1-800-461-7286

199 Larch St., 6th Flr.  
**Sudbury P3E 5P9**  
705-675-4455

If long distance dial  
1-800-461-4000

435 James St. S.  
Postal Station 'F'  
**Thunder Bay P7E 6E3**  
807-475-1691

If long distance dial  
1-800-465-5016/17

Timcor Bldg., 4th Flr.  
273 Third Ave.  
**Timmins P4N 1E2**

705-267-6231  
If long distance dial  
1-800-461-4000

## WESTERN REGION

*Regional Office*  
Ontario Government Bldg.  
119 King St. W., 8th Flr.  
**Hamilton L8N 3Z9**

416-521-7736  
If long distance dial  
1-800-263-6906

824 King St. W.  
**Kitchener N2G 1G1**  
519-744-8101  
If long distance dial  
1-800-265-2468/2469

205 Oxford St. E., 2nd Flr.  
**London N6A 5G6**  
519-439-3231  
If long distance dial  
1-800-265-4707

205 King St. W.  
**St. Catharines L2R 3J5**  
416-682-7261  
If long distance dial  
1-800-263-7260

500 Ouellette Ave., Rm. 305  
**Windsor N9A 1B3**  
519-256-8278  
If long distance dial  
1-800-265-5140

## INDUSTRIAL HEALTH AND SAFETY BRANCH

LABOUR 17

400 University Ave., 9th Flr.  
Toronto M7A 1T7  
416-965-4125

The branch established under the **Occupational Health and Safety Act** administers programs designed to reduce the incidence of illness and injury among workers in **industry**. (For the construction and mining industries, see Construction Health and Safety Branch, and Mining Health and Safety Branch.)

The branch encourages employers and employees to assume primary responsibility for occupational **health** and **safety** programs; assists them in establishing internal responsibility systems; consults with them so that potential problems are recognized, evaluated and controlled and ongoing safety programs established. Industrial Health and Safety Officers, operating out of 17 district offices throughout the Province, periodically inspect industrial establishments and logging sites and investigate refusals to work under unsafe conditions, **deaths** and serious **accidents**. Regional engineers in the district offices review

plans for new **buildings** and alterations to existing ones to check for occupational health and safety hazards prior to construction. The head office at 400 University Ave., 9th Flr., is responsible for overall program implementation. Industrial Health and Safety Officers and Engineers operate out of the following district offices:

114 Worsley St., 5th Flr.  
**Barrie L4M 1M1**  
705-722-6642

Ontario Government Bldg.  
119 King St. W., 8th Flr.  
**Hamilton L8N 3Z9**  
416-521-7736

For toll free number check the  
blue pages of telephone directory

1055 Princess St.  
**Kingston K7L 1H3**  
613-545-4340  
If long distance dial  
1-800-267-0915

824 King St. W.  
**Kitchener N2G 1G1**  
519-744-8101  
If long distance dial  
1-800-268-2373/8

205 Oxford St. E., 2nd Flr.  
**London N6A 5G6**  
519-439-3231  
If long distance dial  
1-800-265-4707

2 Robert Speck Pkwy.  
**Mississauga L4Z 1H8**  
416-273-7800  
If long distance dial  
1-800-268-2966/7

1500 Fisher St., 2nd Flr.  
**North Bay P1B 2H3**  
705-476-2711

2197 Riverside Dr.  
**Ottawa K1H 7X3**  
613-523-7530  
If long distance dial  
1-800-267-1916/7

139 George St. N.  
**Peterborough K9J 3G6**  
705-876-1800

390 Bay St.  
**Sault Ste. Marie P6A 1X2**  
705-949-3331

700 Christina St. N.  
**Sarnia N7V 3C2**  
519-336-1200

2500 Lawrence Ave. E.  
**Scarborough M1P 2R7**  
(Metro East)  
416-750-3557

205 King St.  
**St. Catharines L2R 3J5**  
416-682-7261  
If long distance dial  
1-800-263-7260

199 Larch St., 6th Flr.  
**Sudbury P3E 5P9**  
705-675-4455  
If long distance dial  
1-800-461-4000

435 James St. S.  
**Thunder Bay 'F' P7E 6E3**  
807-475-1691  
If long distance dial  
1-800-465-5016/7

273 Third Ave., 4th Flr.  
**Timmins P4N 1E2**  
705-267-6231  
If long distance dial  
1-800-461-4000

500 Ouellette Ave., Rm 605

**Windsor N9A 1B3**

519-256-8278

If long distance dial

1-800-265-5140

#### OCCUPATIONAL HEALTH BRANCH

LABOUR 18

400 University Ave., 7th Flr.

Toronto M7A 1T7

416-965-3211

The branch provides a consulting service in occupational health to ministries and to industry.

Occupational Health Medical Service (965-3610) has a medical consultant and a nursing consultant. The **medical** consultant evaluates and advises on the health aspects of occupational health problems. The **nursing** consultant audits medical surveillance programs of designated substances and provides consultative assistance in the initiation, change or improvement of occupational health programs.

**Occupational Hygiene Service** (965-4066) provides consultation to operating branches of the Occupational Health and Safety Division and to **industry**; visits plants and sites to identify and assess **health** hazards from exposure to chemical, physical and biological agents and recommends control measures.

**Occupational Health Laboratory Service** (248-7261) performs **chemical** analyses of biological specimens, **air** samples and industrial materials for the branch as well as requests for analyses from companies, physicians, health units, Workers' Compensation Board and other government agencies.

Hygiene, medical and nursing consultants administer the programs of the Occupational Health Branch from eight offices throughout the Province:

119 King St. W., 8th Flr.

**Hamilton L8N 3Z9**

416-521-7736

2197 Riverside Dr., Ste. 301

**Ottawa K1H 7X3**

613-523-7530

1055 Princess St., Ste. 301

**Kingston K7L 5T3**

613-547-3418

2500 Lawrence Ave. E.

**Scarborough M1P 2R7**

416-750-3557

205 Oxford St. E., 2nd Flr.

**London N6A 5G6**

519-439-3231

199 Larch St., 6th Flr.

Ontario Provincial Bldg.

**Sudbury P3E 5P9**

705-675-4455

2 Robert Speck Pkwy., 3rd Flr.

**Mississauga L4Z 1H8**

416-273-7800

500 Ouellette Ave.

**Windsor N9A 1B3**

519-256-8278

## OCCUPATIONAL HEALTH BRANCH CHEST SERVICE

LABOUR 19

400 University Ave., 7th Flr.  
Toronto M7A 1T7  
416-965-4075

The Chest Service deals with identification and prevention of respiratory diseases from occupational exposure to hazardous industrial dusts. Regular surveillance of workers is handled through six chest clinics throughout the Province.

*Elliot Lake Chest Clinic*  
50 Hillside Dr. N.  
P.O. Box 68  
**Elliot Lake P5A 1X4**  
705-848-2239

*Thunder Bay Chest Clinic*  
435 James St. S.  
P.O. Box 5000  
**Thunder Bay P7E 6E3**  
705-475-1661

*Kirkland Lake Chest Clinic*  
38 Second St. E.  
P.O. Box 864  
**Kirkland Lake P2N 1R5**  
705-567-4466

*Timmins Chest Clinic*  
54 Wilson Ave.  
**Timmins P4N 2S6**  
705-264-8571

*Sudbury Chest Clinic*  
1300 Paris Cres.,  
**Sudbury P3E 5S6**  
705-522-0212

*Toronto Chest Clinic*  
880 Bay St., 2nd Flr.  
**Toronto M7A 2C7**  
416-965-4075

## SPECIAL STUDIES AND SERVICES BRANCH

LABOUR 20

400 University Ave., 8th Flr.  
Toronto M7A 1T7  
416-965-2493

**Health Studies Service** (965-6375) conducts occupational **health research** studies and provides consultation on the effects on human health of occupational and environmental exposure to **chemical** or biological agents.

**Safety Studies Service** (965-6342) conducts studies in occupational **safety** and maintains contact with organizations involved in **accident** prevention.

**Radiation Protection Service** (965-8178) directs a program to protect **employees** and the public from harmful effects of **radiation** including industrial **x-rays**, radioactive materials, microwaves and lasers. It administers the **Occupational Health and Safety Act** and the **X-ray Safety Regulation 632/86**.

**Radiation Protection Laboratory** (248-7237) analyzes radioactive materials for **uranium** mines, mills, processing plants, **nuclear** reactors and users of radioactive isotopes. It develops monitoring techniques and equipment for the identification of radioactive sources. The laboratory is located at 81 Resources Rd., Weston, M4P 3T1.

The branch also provides technical support in contingencies related to nuclear power generating stations.

## MINING HEALTH AND SAFETY BRANCH

LABOUR 21

400 University Ave., 7th Flr.

Toronto M7A 1T7

416-965-1328

This branch administers the **Occupational Health and Safety Act** and **Regulations for Mines and Mining Plants**, including open pits, quarries, metallurgical operations, sand, clay, shale and gravel pits, aggregate plants, peat workings and diamond drilling operations to control occupational health and safety hazards in the workplace. Periodically these establishments are inspected. The branch also carries out air sample testing to ensure a safe working environment. It investigates deaths, serious accidents and refusals to perform unhealthy or unsafe work and consults with labour and management to increase their involvement in identifying and eliminating occupational health and safety hazards. The branch reviews and provides advice on pre-development plans of new and changing operations to check occupational health and safety hazards before construction.

Mining Health and Safety Branch delivers programs through eight field offices listed below.

## FIELD OFFICES

*Algo Centre*

151 Ontario Ave.

**Elliot Lake P5A 2T2**

705-848-2885

1055 Princess St., Ste. 301

**Kingston K7L 1H3**

613-545-4335

38 Second St.

**Kirkland Lake P2N 1R1**

705-567-5241

205 Oxford St. E.

**London N6A 5G6**

519-439-3231

If long distance dial

1-800-265-4707

10720 Yonge St., Ste. 218

**Richmond Hill L4C 3C9**

416-884-6551

Provincial Bldg.

199 Larch St., 6th Flr.

**Sudbury P3E 5P9**

705-675-4464

435 James St. S., Box 5000

**Thunder Bay P7C 5G6**

807-475-1675/6/7

If long distance dial

1-800-465-6937

273 Third Ave., 4th Flr.

**Timmins P4N 1E2**

705-267-6231

The Mine Rescue Program trains specialists at each underground mine in mine rescue procedures in the event of a mine fire or disaster. The Mine Rescue training officers maintain a number of stations which are listed below as well as non-staffed substations equipped with breathing apparatus, fire fighting equipment and other emergency equipment and supplies to respond immediately to any mine emergency.

**MINE RESCUE STATIONS**

P.O. Box 368  
**Balmertown P0V 1C0**  
 807-735-2331

50 Hillside Dr. N.  
**Elliot Lake P5A 1X4**  
 705-848-3022

107 Government Rd. W.  
**Kirkland Lake P2N 2E8**  
 705-567-4606

P.O. Box 338  
**Onaping P0M 2R0**  
 705-966-3844

1494 Frood Rd.  
 P.O. Box 65  
**Sudbury P3E 4N3**  
 705-566-4344

1551 Arthur St.  
**Thunder Bay P7C 4V1**  
 807-577-5321

P.O. Box 1096  
**Timmins P4N 7H9**  
 705-264-7511

By statute all wire ropes used in mine **hoisting** installations must be tested by the **Wire Rope Testing Laboratory** before use and at intervals during service. The Laboratory address is listed below.

**WIRE ROPE LABORATORY**

*Wire Rope Testing Laboratory*  
*Ministry of Labour*  
 Room B441, Basement  
 Whitney Block, Queen's Park  
**Toronto M7A 1W3**  
 416-965-1327

**STANDARDS AND PROGRAMS BRANCH**

LABOUR 22

400 University Ave., 9th Flr.  
 Toronto M7A 1T7  
 416-965-8519/8710

Standards and Programs Branch coordinates the development, implementation and evaluation of Occupational Health and Safety Division policies and programs and maintains an information database that relates to the enforcement of the **Occupational Health and Safety Act**. Within this framework, the branch and its sections are engaged in various activities and initiatives.

Sector Regulations Program (965-8510). The branch develops regulations under the Occupational Health and Safety Act to protect workers from hazards in specific economic sectors which include health care workers, fire fighters, underwater divers, teachers, university academics and window washers as well as regulations for roll-over protection and electrical hazards.

Program Analysis and Evaluation Section (965-8710) provides planning and analytical support for the Occupational Health and Safety Division. It assembles and analyses **statistical** and other data on work place hazards, fatalities, critical injuries, as well as prosecutions under the Act. The section is also responsible for the coordination of finan-

cial and administrative submissions to Management Board of Cabinet for the Occupational Health and Safety Division.

Industry Sector Programming Section (965-8510) identifies and develops occupational control strategies and regulations for occupational sectors and safety hazards, and coordinates the development and maintenance of division operations manuals.

Advisory Service on Occupational Health and Safety (965-5533) establishes working relationships with other organizations involved in occupational **health** and **safety** training and education. It also gives administrative and secretariat support to the Ministry's **Interprovincial Lottery** program which provides **grants** for occupational health and safety projects on applied research and manpower training and development. For information on the Ministry of Labour's Interprovincial Lottery Program, write to this section at the above address.

**Publications** Program (965-8510/8710). The branch is responsible for the printing and distribution of all regulations made under the Occupational Health and Safety Act and other printed materials relating to the programs of the Occupational Health and Safety Division.

## INDUSTRIAL RELATIONS DIVISION

### CONCILIATION AND MEDIATION SERVICES BRANCH

LABOUR 23

400 University Ave., 5th Flr.  
Toronto M7A 1T7  
416-965-4104

Conciliation and Mediation Services Branch goals are to foster harmonious **labour relations** and to minimize disruption in the economy arising from **strikes** and **lockouts**. The branch's conciliation officers help labour and employers resolve disputes and, if necessary, provide mediation officers after the conciliation process. The branch also undertakes preventive mediation services during the term of an agreement. Parties in a labour dispute must use the government's conciliation services before legally resorting to strikes or lockouts.

**Occupational Health and Safety Advisory Services** (965-1170 or 965-9573) assist employers, unions and workers to achieve, by joint responsibility and participation, a healthy and safe working environment, improve relationships and minimize disputes in the workplace. It addresses disputes and complex labour relations problems involving organization and structure of joint health and safety committees referred to the Service by the Occupational Health and Safety Division line branches and advises the Minister of decisions or settlement under section 8(14) and nature of orders under section 8(3) of the Occupational Health and Safety Act.

### OFFICE OF ARBITRATION

LABOUR 24

400 University Ave., 6th Flr.  
Toronto M7A 1T7  
416-965-5669

The Office of Arbitration assists the Minister in carrying out his statutory responsibilities for constituting boards of **arbitration** and appointing single arbitrators under the **Labour Relations Act** and the **Hospital Labour Disputes Arbitration Act**. The office is responsible

for the receipt and processing of requests from **employers** and trade **unions** for the appointment of arbitrators and nominees to boards of arbitration. It identifies individuals qualified to act under ministerial appointment, provides administrative services to arbitrators, monitors the progress of arbitration proceedings and catalogues arbitration awards for public availability. In association with the Minister of Labour's Labour-Management Advisory Committee which advises the Minister on matters pertaining to arbitration, the office maintains a roster of qualified arbitrators and is actively involved in the training of prospective arbitrators. Through its staff of grievance settlement officers, the Office of Arbitration also provides **labour** and management with grievance mediation services.

The Office of Arbitration also has responsibility for coordinating appeals under the **Employment Standards Act** and boards of inquiry pursuant to the **Human Rights Code**. It publishes and distributes to members of the **industrial relations** community, a monthly bulletin which summarizes current arbitration awards.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

### ADVISORY COUNCIL ON OCCUPATIONAL HEALTH AND OCCUPATIONAL SAFETY

LABOUR 25

400 University Ave., 11th Flr.  
Toronto M7A 1T7  
416-965-2448

The Advisory Council on Occupational Health and Occupational Safety, whose membership is representative of management, labour and technical or professional persons and the public, advises the Minister of Labour on occupational **health** and occupational **safety** matters. A report on the affairs of the advisory council is tabled annually in the legislature as a public document. For public inquiries on occupational health and safety, contact the branch involved or the Ministry's field offices under the Occupational Health and Safety Division.

### OFFICE OF THE EMPLOYER ADVISER

LABOUR 26

101 Bloor St. W., 5th Flr.  
Toronto M5S 1P7  
416-965-8780  
Toll-free in Ontario  
1-800-387-0774

The Office of the Employer Adviser (**OEA**) is mandated to provide advisory services and to advocate on behalf of employers on policy matters pertaining to the Workers' Compensation Act. It was established on October 1, 1985 by Bill 101: An Act to amend the Workers' Compensation Act.

The Office of the Employer Adviser assists **employers** with appeals and in their dealings with the **Workers' Compensation Board (WCB)**; it provides information on WCB procedures and policy and attends WCB and Appeals Tribunal hearings.

# OFFICE OF THE WORKER ADVISER

LABOUR 27

123 Edward St., 13th Flr.  
Toronto M5G 1E2  
416-965-8570

The primary role of Office of the Worker Adviser (OWA) is to assist and, when necessary, represent **injured workers** with their WCB claims through all stages of the claims process, including representing them before the **Workers' Compensation Board** and **Workers' Compensation Appeals Tribunal**. A resource and **information service**, focusing on Workers' Compensation issues, is also available to the public.

Worker Adviser Service is available outside Toronto through Regional Offices. To determine which Regional Office would service a particular community, please contact the nearest office of the Ministry of Labour.

# ONTARIO HUMAN RIGHTS COMMISSION

LABOUR 28

400 University Ave., 12th Flr.  
Toronto M7A 1T7  
416-965-6841  
1-800-387-9080

The Commission administers and enforces the **Human Rights Code, 1981** which provides for the right to equal treatment in **employment**, services, goods and facilities, contracts and **accommodation** without **discrimination** because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, age, marital status, family status, handicap, record of offences (employment only) and receipt of public assistance (accommodation only). The Commission implements a four-point program of investigation and conciliation of complaints and enforcement, mediation of social and ethnic frictions and consultations with employers, unions, etc., with a view to reducing community tensions arising from **racial** and **ethnic** adjustments; public **education** in the provisions and principles of the Code and **research** in patterns of discrimination by a supervisor. The twelve district offices are as follows:

## EASTERN REGION

*Regional Office*  
2197 Riverside Dr.  
**Ottawa K1H 7X3**  
613-523-7530  
If long distance in  
area code 613 dial  
1-800-267-1916

1055 Princess St.  
**Kingston K7L 1H3**  
613-545-4340  
If long distance in  
area code 613 dial  
1-800-267-0915

## NORTHERN REGION

*Regional Office*  
199 Larch St., 6th Flr.  
**Sudbury P3E 5P9**  
705-675-4455  
If long distance in  
area code 705 dial  
1-800-461-4000

808 Robertson St.  
**Kenora P9N 1N8**  
807-468-3128  
If long distance in  
area code 807 dial  
1-800-465-1104

390 Bay St., 3rd Flr.  
**Sault Ste. Marie P6A 1X2**  
 705-949-3331  
 If long distance in  
 area code 705 dial  
 1-800-461-7268

435 James St. S.  
**Thunder Bay P7E 6E3**  
 807-475-1691  
 If long distance in  
 area code 807 dial  
 1-800-465-5016

273 Third Ave., 4th Flr.  
**Timmins P4N 1E2**  
 705-267-6231  
 If long distance dial  
 1-800-461-4000

## SOUTHWESTERN REGION

*Regional Office*  
 205 Oxford St. E.  
**London N6A 5G6**  
 519-439-3231  
 If long distance in  
 area code 519 dial  
 1-800-265-4707

Ontario Government Bldg.  
 119 King St. W., 8th Flr.  
**Hamilton L8N 3Z9**  
 416-521-7736  
 If long distance in  
 area code 416 dial  
 1-800-263-6906  
 If long distance in  
 area codes 519,613,705 dial  
 1-800-263-9296

824 King St. W.  
**Kitchener N2G 1G1**  
 519-744-8101  
 If long distance in  
 area codes 416 and 705 dial  
 1-800-265-2373  
 If long distance in  
 area code 519 dial  
 1-800-265-2468

205 King St.  
**St. Catharines L2R 3J5**  
 416-682-7261  
 If long distance in  
 area code 416 dial  
 1-800-263-7260

500 Ouellette Ave.  
**Windsor N9A 1B3**  
 519-256-8278  
 If long distance in  
 area code 519 dial  
 1-800-265-5140

## TORONTO EAST, WEST AND CENTRAL REGIONS

2500 Lawrence Ave. E.  
**Scarborough M1P 2R7**  
 416-750-3575  
 (Toronto East District)  
 If long distance in  
 area codes 416 and 705 dial  
 1-800-268-6585

400 University Ave., 12th Flr.  
**Toronto M7A 1T7**  
 416-965-6841  
 (Central District &  
 Unit for the Handicapped)  
 If long distance dial  
 1-800-387-9080

2 Robert Speck Pkwy., Ste. 310  
**Mississauga L4Z 1H8**  
 416-273-7811  
 (Toronto West District)  
 If long distance dial  
 1-800-268-2808

## ONTARIO LABOUR RELATIONS BOARD

LABOUR 29

400 University Ave., 4th Flr.  
 Toronto M7A 1V4  
 416-965-4151

The Ontario Labour Relations Board is a neutral quasi-judicial tribunal which administers the **Ontario Labour Relations Act**. The Act gives the Board power to deal with specific labour relations matters, including: **certification** of a trade union; termination of a trade union's bargaining rights, complaints of unfair labour practices, declarations of successorship of employers or trade unions, cease and desist orders and declarations of illegal strikes and lockouts, trusteeship of locals of trade unions, consent to prosecute, **arbitration** of grievances in the **construction** industry, and trade union jurisdictional disputes.

The Board also deals with declarations of illegal **strikes** and **lockouts**, cease and desist orders and consents to prosecute under the **School Boards and Teachers' Collective Negotiations Act**; complaints by employees that they have been disciplined, penalized or coerced because they have acted in compliance with the **Occupational Health and Safety Act** and the **Environmental Protection Act**; and declarations of successorship under the **Successor Rights (Crown Transfers) Act**. The Board also administers certain provisions of the **Hospital Labour Disputes Arbitration Act** and the **Colleges Collective Bargaining Act**. The Board library is open to the public (965-0206).

The Board publishes for the general public an Annual Report, a booklet entitled 'Guide to the Labour Relations Act'; a monthly report of decisions entitled 'Ontario Labour Relations Board Reports', and three pamphlets: 'Rights of Employees, Employers and Trade Unions'; 'Certification by the Ontario Labour Relations Board', and 'Unfair Labour Practice Proceedings Before The Ontario Labour Relations Board'.

## PUBLIC SERVICE APPEALS BOARD

LABOUR 30

180 Dundas St. W., Ste. 2100  
 Toronto M5G 1Z8  
 416-598-0688

The **Public Service Grievance Board** and **Public Service Classification Rating Committees** (965-1455) are the tribunals which hear **appeals** about grievances of non-bargaining **Ontario Public Service employees** regarding discipline, dismissal, working conditions and job classification. The **Crown Employees Grievance Settlement Board** (598-0688) hears grievances arising in bargaining units represented by the **Ontario Public Service Employees Union** (OPSEU), the **Ontario Liquor Boards Employees Union** (OLBEU), the **Canadian Union of Public Employees** (CUPE 1750); **Workers' Compensation Board**; (CUPE 767); **Ontario Housing Corporation** (Metropolitan Toronto) (CUPE 3096); **Ontario Housing Corporation** (Provincial Division); **Amalgamated Transit Union**, Local 1587 (ATU); **GO Transit**. The Ontario Public Service **Labour Relations Tribunal** (598-0688) hears appeals regarding union representation, unfair labour practices, bad faith bargaining, union dues, inclusions and exclusions of employees in bargaining units, etc., and administers the **Crown Employees Collective Bargaining Act**. Ad hoc arbitration boards hear and adjudicate disputes between employers and **unions**.

## WORKERS' COMPENSATION BOARD

LABOUR 31

2 Bloor St. E.  
 Toronto M4W 3C3  
 416-927-9555

The Workers' Compensation Board (WCB) administers the **Workers' Compensation Act**. The Act provides: **compensation** payments or awards for job-related disabilities from **accident** or **disease**, **pensions** for dependents of workers whose death is the result of an accident or industrial disease; **medical** services (advice to treating agencies, control of treatment, special treatment facilities, etc.); **financial assistance**, for medical bills and **hospitalization** costs; vocational **counselling** and job training to rehabilitate injured workers; financial assistance to ten **safety** associations promoting health and safety education for the prevention of industrial accidents and diseases.

The Chairman and Board of Directors report to the Lieutenant Governor in Council through the Ontario Minister of Labour, who answers for the Board in the Legislature. The Board maintains a library (927-3500) for publications and **films** at its head office in Toronto.

Objections to an adverse decision by the Board's operating division may be directed to its Review Services through either of two branches. If the Decision Review Branch cannot grant the objection, a hearing can be requested from the Hearings Branch. The Board may reconsider any Hearings Branch decision in cases where a hearing has been improperly conducted, an obvious error has occurred, or new evidence is introduced. Clients may appeal the Hearings Branch's decision to the independent Workers' Compensation Appeals Tribunal.

The operating divisions of the Board are: Client Services; Policy and Special Services; Corporate Services.

Client Services consists of: Claims Services (927-3973) which includes Claims Adjudication Branch (initial acceptance of claim, compensation and awards establishment and authorization); Claims Administrative Services Branch (information and counselling services); Records Management Branch (records control, identification and registration, microfilm services, administrative and technical records advisory services).

Vocational Rehabilitation Services (927-4138) covers socio-economic and financial **counselling**, **vocational** evaluation, training and selective job placement, adjustment assessment, requests for pension commutations, **educational** upgrading, as required, for injured workers; information to employers on advantages of hiring rehabilitated **disabled** workers.

Regional Operations and Area Offices (927-4167) manage claims, medical, vocational rehabilitation and financial services at the regional offices.

Policy and Special Services consists of: medical services (927-4350), ensuring high level medical care at realistic cost; the Occupational Health and Safety Education Authority (927-4876) and the **Downsview Rehabilitation Centre**.

Under Corporate Services are: Financial Services (927-4390); Communications (927-3500); Human Resources (927-3800); Management Information Services (927-4396); Legal Services (927-4768); Actuarial and Statistical Services (927-4097); and Employment Equity (927-3748).

Residents outside the local calling area can reach the offices serving them by dialling the operator 'O' and asking for Zenith 58080 for claims inquiries.

*Regional Office*

2 King St. W.

**Hamilton L8P 1A1**

416-523-1800

(Halton, Hamilton-Wentworth,  
Haldimand-Norfolk, Niagara,  
County of Brant)

*Area Office*

153 Frederick St.

**Kitchener N2H 2M2**

519-576-4130

*Information Service Office*

1055 Princess St., Rm. 303

**Kingston K7L 5T3**

613-544-9682

*Regional Office*

410 Memorial Ave.

**Thunder Bay P7C 5S2**

807-343-1710

(Districts of Thunder Bay,  
Rainy River, Kenora)

*Regional Office*

200 Queens Ave.

**London N6A 1J3**

519-663-2331

(Counties of Huron, Middlesex  
Elgin and Oxford)

*Area Office*

189 Wyld St., Box 3190

**North Bay P1B 1Z2**

705-472-5200

*Area Office*

350 Sparks St., Rm. 206

**Ottawa K1R 7S8**

613-238-7851

*Information Service Office*

421 Bay St., 3rd Flr.

**Sault Ste. Marie P6A 1X3**

705-942-3002

*Information Service Office*

273 Third Ave., Rm. 204

Box 1142

**Timmins P4N 1E2**

705-267-6427

*Information Service Office*

1382 St. Clair Ave. W.

**Toronto M4W 3C3**

416-965-8864

(Italian, Portuguese,  
French, Spanish calls)

*Toronto Claims Inquiry*

*Counselling Section*

2 Bloor St. E., 7th Flr.

**Toronto M4W 3C3**

416-927-4654

In French 416-927-4658/9

In Italian 416-927-4773

(This is the main telephone number.  
Check your telephone directory for  
numbers for individual claims  
and firm files.)

*Information Service Office*

282 Linwell Rd., Rm. 120

**St. Catharines L2N 6N5**

416-937-2020

*Regional Office*

30 Cedar St.

**Sudbury P3E 1A4**

705-675-9301

(Districts of Sudbury  
Algoma and Manitoulin)

*Area Office*

787 Ouellette Ave.

**Windsor N9A 4J4**

519-256-3461

## WORKERS' COMPENSATION APPEALS TRIBUNAL

LABOUR 32

505 University Ave., 7th Flr.  
Toronto M5G 1X4  
416-598-4638

The Workers' Compensation Appeals Tribunal has been established to hear and determine **appeals** arising under the **Workers' Compensation Act**. The Tribunal hears appeals from Workers' Compensation Board decisions respecting entitlement to **compensation** or benefits as well as appeals of assessment or penalties under the Act. The Tribunal also determines the effect of the Workers' Compensation Act on **workers'** rights to take civil actions against their employers.

## ACTS

### ACTS

LABOUR 33

The following is a list of Acts administered by the Ministry of Labour. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Blind Workmen's Compensation Act  
Crown Employees Collective Bargaining Act  
Employment Agencies Act  
Employment Standards Act  
Government Contracts Hours and Wages Act  
Hospital Labour Disputes Arbitration Act  
Human Rights Code, 1981  
Industrial Standards Act  
Labour Relations Act  
Ministry of Labour Act  
Occupational Health and Safety Act  
One Day's Rest in Seven Act  
Rights of Labour Act  
Workers' Compensation Act  
Workmens' Compensation Insurance Act

## MINISTRY OF MUNICIPAL AFFAIRS

777 Bay St., 17th Flr.

Toronto M5G 2E5

The Ministry of Municipal Affairs is responsible for local government and community planning in the province. It determines appropriate legislative, institutional, organizational, financial and management arrangements of municipal governments. It also encourages sound planning at the community level, and renewal activity in municipalities through operational and technical assistance.

### MINISTER'S OFFICE

#### NIAGARA ESCARPMENT DEVELOPMENT CONTROL

MUN AFF 1

#### HEARING OFFICE

777 Bay St., 14th Flr.

Toronto M5G 2E5

416-585-6090

The Niagara Escarpment Development Control Hearing Office conducts hearings of appeals on decisions made by the **Niagara Escarpment Commission**.

#### NIAGARA ESCARPMENT COMMISSION

MUN AFF 2

232 Guelph St.

Georgetown L7G 4B1

416-877-5191

The Niagara Escarpment Planning and Development Act defines the function of the Niagara Escarpment Commission. The central task of plan preparation was completed on June 12, 1985 with the approval of the Niagara Escarpment Plan. The Plan provides policies to maintain the Niagara Escarpment, and land in its vicinity, as a natural **environment** and to ensure a balanced future use of Escarpment lands through an interim development control system.

The Niagara Escarpment Commission and Ministry of Municipal Affairs are working to ensure that responsibility for long-term planning initiatives is transferred from the provincial to the municipal level and incorporated into municipal planning documents.

During this period, the Commission will continue to process amendments to the Plan and monitor municipal planning initiatives in the Escarpment area. The Commission maintains an **audio-visual** presentation, a **library** and a drop-in centre.

Until delegation of authority to issue development permits occurs, applications will continue to be processed by the Commission. Development **permit** applications for Dufferin County and the Regional Municipalities of Halton and Peel are handled by the Georgetown office (416-877-5191); for the Counties of Bruce, Grey and Simcoe, contact the Clarksburg office (519-599-3340); for the Regional Municipalities of Hamilton-Wentworth and Niagara, contact Grimsby (416-945-9235). From Toronto and Brampton, call 416-453-2468.

**DEPUTY MINISTER'S OFFICE****COMMUNICATIONS BRANCH**

MUN AFF 3

777 Bay St., 17th Flr.

Toronto M5G 2E5

416-585-7025

Customer Assistance: 416-585-7041

This Branch provides communications and information services, and acts as a marketing consultant for both the Ministry of Municipal Affairs and the Ministry of Housing.

**FRENCH LANGUAGE SERVICES COORDINATOR**

MUN AFF 4

47 Sheppard Ave. E., Ste. 207

Willowdale M2N 2Z8

416-224-7635

If long distance, ask operator for

Zenith 52650

The French Language Services Coordinator arranges the implementation of the government's policy on **French language services** (provision of such services to the Franco-Ontarian public) within this ministry and the Ministry of Housing.

**SERVICES EN FRANCAIS**

Le coordonnateur des services en français de ce ministère et du ministère du logement est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

**CORPORATE PLANNING AND COORDINATION  
BRANCH**

MUN AFF 5

777 Bay St., 4th Flr.

Toronto M5G 2E5

416-585-6262

The Corporate Planning and Coordination Branch coordinates policy and program planning, budget and financial planning, and central agency and interministerial liaison. It organizes briefings for the Minister and Deputy Minister and has responsibility for resource allocation and strategic planning.

**LEGAL BRANCH**

MUN AFF 6

777 Bay St.

Toronto M5G 2E5

Municipal Law Section, 12th Flr.

416-585-6554

Community Planning Law Section, 16th Flr.

416-585-6723

Legal services to the Ministry of Municipal Affairs and its agencies, including the **Niagara Escarpment Commission** (585-6724), and to the Ministry of Intergovernmental Affairs (585-6551) are provided by this branch. It counsels on legal matters and documentation, including the interpretation of statutes, regulations, and proposed legislation and regulations. It also provides legal services relating to municipal and community planning legislation and Ministry operations.

ONTARIO MUNICIPAL AUDIT BUREAU  
5400 Yonge St., 2nd Flr.  
Toronto M2N 6G1  
416-223-4222

MUN AFF 7

The Ontario Municipal Audit Bureau was established in 1968 to **audit provincial-municipal** transfer payment programs for the ministries of Citizenship and Culture, Community and Social Services, Environment, Health, Housing, Municipal Affairs, Northern Development and Mines, Tourism and Recreation, Transportation and Communications and Treasury and Economics.

The Bureau ensures that transfer payment recipients comply with relevant agreements and legislation; promotes accountability and good financial management practices; and works closely with the Institute of Chartered Accountants of Ontario at providing input into management and audit standards.

#### ASSISTANT DEPUTY MINISTER - COMMUNITY PLANNING COMMUNITY PLANNING PROGRAMS DIVISION

COMMUNITY PLANNING ADVISORY BRANCH  
777 Bay St., 13th Flr.  
Toronto M5G 2E5  
416-585-6236

MUN AFF 8

The branch provides community planning service information and advice to **municipalities**, the development industry and the public. It administers **grant** programs for municipalities, including counties and regions, and for planning boards in northern Ontario in order to promote effective **community planning** and resolve local planning issues. Eligible items include, but are not restricted to, studies on community improvement, management of the local planning process, planning applications of computer technology, financial implications of planning decisions and the responsiveness of the local process to economic development initiatives, and the preparation and updating of **official plans** and **zoning** bylaws for small municipalities. Municipalities and Planning Boards must contact regional offices listed below to apply for grants.

The branch provides the following range of services through the field offices.

**Education:** Staff organize (or participate in) training courses, workshops, seminars and conferences to discuss community planning issues, provincial policies, procedures and other Ministry programs.

**Ongoing planning advice:** Staff consult with municipalities about their **land use planning** concerns and respond to inquiries from developers and the public.

**Preliminary reviews of local planning documents and advice on tentative development proposals:** Field offices can identify planning weaknesses and help reduce delays and problems at the approval stage to facilitate a smoother process.

**Financial assistance:** Applications for funding under the community planning grants program are processed through field offices. Financial assistance can be provided for special studies designed to resolve specific land use planning issues and to develop major amendments to official plans and zoning by-laws. Eligibility for assistance is reviewed by staff and requests for funding should always precede the commencement of any planning study.

Technical assistance: Staff provide limited technical assistance to planning boards in northern Ontario or to other small municipalities, including preparation of terms of reference for projects or direct project involvement in resolving issues and preparing planning documents.

Planning areas: Staff advise municipalities and unorganized areas on establishing or altering planning areas and on the administration of planning boards. Planning administration grants are available to planning boards which administer land use activities in unorganized territories.

Contact one of the following five field offices.

495 Richmond St., 7th Flr.  
**London N6A 5A9**  
 519-673-1611  
 If long distance dial  
 1-800-265-4736  
 (Southwestern Region)

435 James St. S., 1st Flr.  
**Thunder Bay P7C 5G6**  
 807-475-1651  
 If long distance ask Operator  
 for Zenith 52650  
 (Northwestern Region)

244 Rideau St., 3rd Flr.  
**Ottawa K1N 5Y3**  
 613-566-3801  
 If long distance ask Operator  
 for Zenith 52650  
 (Southeastern Region)

47 Sheppard Ave. E., Ste. 207  
**Willowdale M2N 2Z8**  
 416-224-7635  
 If long distance ask Operator  
 for Zenith 52650  
 (Central Region)

1191 Lansing Ave.  
**Sudbury P3A 4C4**  
 705-560-0120  
 If long distance dial  
 1-800-461-1193  
 (Northeastern Region)

**COMMUNITY RENEWAL BRANCH**  
 777 Bay St., 13th Flr.  
 Toronto M5G 2E5  
 416-585-6013

MUN AFF 9

The branch encourages community improvement through assistance to municipalities and the private sector. It administers **PRIDE (Program for Renewal, Improvement, Development and Economic Revitalization)** and ongoing projects funded under previous renewal programs. These programs are described individually in the following Community Renewal branch entries. The branch participates in the Ministry's youth employment program.

**COMMUNITY RENEWAL BRANCH**  
**BUSINESS IMPROVEMENT AREA PROGRAM**  
 777 Bay St., 13th Flr.  
 Toronto M5G 2E5  
 416-585-6013

MUN AFF 10

Section 217 of the **Municipal Act** provides local business communities with the legislation

to help upgrade commercial districts. The **Business Improvement Area Program (BIA)** concept is a self-help mechanism to improve, beautify and maintain municipally owned **lands, buildings** and structures beyond the normal works of municipalities and to promote the area as a business and shopping district. Funds are provided by local business groups and handled by a board of management. Local groups request the municipality to designate a BIA. A board of management is then formed to manage the current year's budget outlining the improvement and promotion program. Upon approval of this budget by the municipal council, funds are paid out to the board by the municipal treasurer.

#### COMMUNITY RENEWAL BRANCH

MUN AFF 11

##### PRIDE PROGRAM

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6013

The new **PRIDE** Program replaces the **ONIP** and **CAIP** programs and assists municipalities in achieving community improvement through physical renewal of specific areas. **PRIDE** combines financial assistance with professional advice, ongoing support and information services to help make community improvement part of the broader public and private sector development. Older sections of a municipality, including industrial and mixed use districts, and neighbourhoods and commercial districts, are eligible for assistance. **Grants** are for the provision of, or improvement to, services and utilities such as streets, sewers and water mains; social and recreational facilities such as parks and community centres; aesthetic improvements such as streetscape upgrading, landscaping and buffering; land and building acquisition, clearance and demolition for eligible program components; and relocation costs where relevant.

#### RESEARCH AND SPECIAL PROJECTS BRANCH

MUN AFF 12

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6244

This branch provides technical advice on **community planning** to the ministry, and publishes studies and handbooks on community planning issues for use by **municipalities**, consultants, government agencies and the development **industry**. The branch covers a wide variety of projects including community design, **environmental** impact, economic and social conditions, site analysis, engineering and **transportation** considerations, regional planning and development, and **subdivision** planning.

#### OFFICE OF LOCAL PLANNING POLICY

MUN AFF 13

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6225

The Office develops policy and legislation for local **municipal** governments consistent with provincial objectives. Activities include: review of planning statutes; formulation of advisory publications on **official plan** and **zoning** techniques and **land use planning** policies; and preparation of government policy statements under the Planning Act and related guidelines, which apply to planning decisions made at all levels of government in the province.

## PLANS ADMINISTRATION BRANCHES

MUN AFF 14

777 Bay St., 14th Flr.  
 Toronto M5G 2E5  
 416-585-6014

The two Plans Administration Branches (Central and Southwest, North and East) review and approve documents submitted under the **Planning Act**, including: **official plans**, official plan amendments, **subdivision** and **condominium** plans, **land severance** applications and **road** adjustment by-laws (except where the Minister has assigned or delegated his approval power). The branches also prepare and administer Minister's **zoning** orders, approve part-lot control by-laws, **title** validations **deeming** by-laws, comment on **municipal** zoning by-laws, and monitor the Minister's authority delegated to municipalities and planning boards in unorganized territories.

Since August 1985, the Plans Administration Branch, Central and Southwest, has assumed administration of the Niagara Escarpment Planning and Development Act and responsibility for the overall coordination of the **Niagara Escarpment Plan** implementation. The branch continues to process **Niagara Escarpment Development Control Appeals**.

**The Parkway Belt West Plan**, approved by Cabinet in 1978, designates a multipurpose utility corridor, urban separator and linked open space system from Hamilton to Markham. It is administered by the Plans Administration Branch (Central and Southwest) which coordinates the implementation of, and approves amendments to, the Plan and the Parkway Belt Land Use Regulations. A comprehensive review of the Plan has been initiated, as required by the legislation.

## ASSISTANT DEPUTY MINISTER - MUNICIPAL AFFAIRS

LOCAL GOVERNMENT ORGANIZATION  
BRANCH

MUN AFF 15

777 Bay St., 11th Flr.  
 Toronto M5G 2E5  
 416-585-7260

The Local Government Organization Branch develops policy options, and analysis relating to the powers and authority, organization and electoral arrangements of **municipalities**. The branch also advises the Minister and the Government of Ontario on provincial policies in these matters.

## MUNICIPAL FINANCE BRANCH

MUN AFF 16

777 Bay St., 13th Flr.  
 Toronto M5G 2E5  
 416-585-6300

The Municipal Finance Branch examines **municipal** finances to provide advice on alternative policies for maintaining the financial viability of municipalities in Ontario. Issues include: property taxation; intermunicipal cost-sharing, and other local government revenue sources such as lot levies, provincial grants (including the unconditional grants program), municipal expenditures, capital financing and municipal infrastructure needs, pension issues and insurance matters.

PROVINCIAL MUNICIPAL AFFAIRS  
SECRETARIAT

MUN AFF 17

777 Bay St., 13th Flr.  
Toronto M5G 2E5  
416-585-6284

The Provincial Municipal Affairs Secretariat (PMAS) assesses and advises on **provincial-municipal** relations and programs. It provides a liaison between the **Association of Municipalities of Ontario (AMO)**, its member sections and affiliates, and the Province of Ontario. PMAS supplies support services for provincial-municipal consultation and acts as a central registry for municipal resolutions. It publishes the **Municipal Directory** annually, listing counties, districts, cities, towns and townships in Ontario, with names and addresses of key officials, **population** figures, etc., and **Background**, a weekly newsletter outlining legislation, publications and provincial projects of interest to **municipalities**. PMAS maintains contact with the **Federation of Canadian Municipalities (FCM)** and municipal affairs ministries in other provinces. In conjunction with AMO, it sponsors seminar programs for newly elected councillors on special topics of interest.

SUBSIDIES BRANCH

MUN AFF 18

777 Bay St., 12th Flr.  
Toronto M5G 2E5  
416-585-6012

The Subsidies Branch administers provincial and **federal-provincial subsidy programs under which grants and loans** are made to **municipalities**, private sector employers and individuals.

Subsidies to municipalities include **financial assistance** for: declared **disasters**; hiring of **energy** auditors under the **Municipal Energy Audit Program**; hiring of **students**, e.g., **Involvement in Municipal Administration (IMA)**, **Ontario Municipal Training Program** (585-6198); hiring of **affirmative action coordinators**; and unconditional resource equalization. Payment of tax or grants-in-lieu of business tax and **real property** tax on provincially owned properties, and support and per capita grants for **tax relief** for property owners are also included.

Subsidies for property taxation relief to owners of productive **farm** land are available under the **Farm Tax Reduction Program** (585-6565) and managed **forests** (585-6159); and loans are available to owners of **shoreline** property to repair or prevent damage from **erosion** or storms.

The branch also publishes the booklet, 'Provincial Financial Assistance to Municipalities, Boards and Commissions' which can be obtained from the Ontario Government Bookstore, 880 Bay St., Toronto.

Information on these programs can also be obtained from this Ministry's Field Services Branch offices.

**MUNICIPAL OPERATIONS DIVISION****MUNICIPAL OPERATIONS DIVISION**

MUN AFF 19

777 Bay St., 11th Flr.

Toronto M5G 2E5

416-585-7254

The Municipal Operations Division provides: financial management and reporting requirements for municipalities; a full range of advisory services to improve local government effectiveness; promotion of local government operation through a network of field offices; and assistance to municipalities in the resolution of boundary disputes.

**MUNICIPAL BOUNDARIES BRANCH**

MUN AFF 20

777 Bay St., 11th Flr.

Toronto M5G 2E5

416-585-7276

The Municipal Boundaries Branch assists **municipalities** in resolving boundary and boundary-related disputes within the provisions of the **Municipal Boundary Negotiations Act, 1981**.

**MUNICIPAL MANAGEMENT POLICY BRANCH**

MUN AFF 21

777 Bay St., 11th Flr.

Toronto M5G 2E5

416-585-7201

The Municipal Management Policy Branch offers a broad range of services to improve effectiveness of local government management. It monitors financial management and reporting requirements for **municipalities**, and administers the **MARS (Municipal Analysis and Retrieval System)** computer database. It also issues **publications** on legislative, financial, organizational, management and administrative matters, computers and computer applications.

**FIELD SERVICES BRANCH**

MUN AFF 22

777 Bay St., 11th Flr.

Toronto M5G 2E5

416-585-7251

The Field Services Branch operates a network of field services offices in Ontario to advise and assist municipalities, the public, other government ministries and agencies on all aspects of local government. It coordinates Ministry relationships with **municipalities** and identifies and initiates action in cases of municipal difficulty. Advice is provided through review of municipal financial statements, dissemination of information on existing programs, and on request. Contact field services offices listed below.

150 Main St.

**Cambridge N1R 6P9**

519-622-1500

1-800-265-3574/5

(Oxford, Brant, Waterloo

Haldimand-Norfolk,

Hamilton-Wentworth

Niagara, Halton, Peel)

147 Wyndham St. N.

**Guelph N1H 4E9**

519-836-2531

1-800-265-7236

(Bruce, Grey, Wellington)

1055 Princess St.  
**Kingston K7L 5T3**  
 613-545-4310  
 1-800-267-9438  
 (Prince Edward, Hastings,  
 Lennox & Addington, Frontenac,  
 Leeds & Grenville)

495 Richmond St., 7th Flr.  
**London N6A 5A9**  
 519-438-7255  
 1-800-265-1250  
 (Huron, Perth, Middlesex,  
 Elgin, Kent, Lambton, Essex)

347 Sherbrooke St.  
**North Bay P1B 2C1**  
 705-476-4300  
 1-800-461-9528  
 (Parry Sound, Nipissing,  
 Timiskaming)

15B Matchedash St. N.  
**Orillia L3V 4T4**  
 705-325-6144  
 1-800-461-0279  
 (Simcoe, Haliburton, York,  
 Muskoka, Dufferin)

74 Simcoe St. S.  
**Oshawa L1H 4G6**  
 416-571-1515  
 1-800-263-7950  
 (Northumberland, Victoria,  
 Peterborough,  
 Durham, Metro Toronto)

244 Rideau St.  
**Ottawa K1N 5Y3**  
 613-566-3711  
 1-800-267-0460  
 (Renfrew, Lanark, Prescott &  
 Russell, Stormont, Dundas &  
 Glengarry, Regional Mun. of  
 Ottawa-Carleton)

430 Notre Dame Ave., 2nd Flr.  
**Sudbury P3C 5K7**  
 705-675-4343  
 (Cochrane, Algoma, Manitoulin,  
 Regional Mun. of Sudbury)

435 James St. S.  
 P.O. Box 5000  
**Thunder Bay P7C 5G6**  
 807-475-1621  
 1-800-465-5061  
 (Thunder Bay, Kenora, Rainy River)

## ACTS

### ACTS

MUN AFF 23

The following is a list of Acts administered by the Ministry of Municipal Affairs. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal branch or information/communications branch.

Barrie-Innisfil Annexation Act, 1981  
 Barrie-Vespra Annexation Act, 1984  
 Brantford-Brant Annexation Act, 1980  
 City of Cornwall Annexation Act, 1974  
 City of Gloucester Act, 1980  
 City of Hamilton Act, 1975  
 City of Hazeldean-March Act, 1978  
 City of Nepean Act, 1978  
 City of Ottawa Road Closing & Conveyance Validation Act, 1981  
 City of Port Colborne Act, 1974  
 City of Sudbury Hydro-Electric Service Act, 1980  
 City of Thorold Act, 1975  
 City of Thunder Bay Act, 1968-69  
 (formerly City of Lakehead Act, 1968-69, c.45)

City of Timmins-Porcupine Act, 1972  
County of Haliburton Act, 1982  
County of Oxford Act  
District Municipality of Muskoka Act  
District of Parry Sound Local Government Act, 1979  
International Bridges Municipal Payments Act, 1981  
Line Fences Act  
Local Improvement Act  
Ministry of Municipal Affairs and Housing Act, 1981  
Moosonee Development Area Board Act  
Municipal Act  
Municipal Affairs Act  
Municipal and School Tax Credit Assistance Act  
(repealed except subsection 2(3)(4)(5) and (6))  
Municipal Arbitrations Act  
Municipal Boundary Negotiations Act, 1981  
Municipal Conflict of Interest Act, 1983  
Municipal Corporations Quieting Orders Act  
Municipal Elderly Residents Assistance Act  
Municipal Elections Act  
Municipal Franchises Act  
Municipal Interest and Discount Rates Act, 1982  
Municipal Payments in Lieu of Taxes Statute Law Amendment Act, 1984  
Municipal Private Acts Repeal Act, 1983  
Municipal Subsidies Adjustment Repeal Act, 1976  
Municipal Tax Assistance Act  
Municipal Tax Sales Act, 1984  
Municipal Unemployment Relief Act  
Municipal Works Assistance Act  
Municipality of Metropolitan Toronto Act  
Municipality of Shuniah Act, 1936  
Niagara Escarpment Planning and Development Act  
Ontario Planning and Development Act  
Ontario Unconditional Grants Act  
Ottawa-Carleton Amalgamations and Elections Act, 1973  
Parkway Belt Planning and Development Act  
Planning Act, 1983  
Planning Statute Law Amendment Act, 1983  
Police Village of St. George Act, 1980  
Provincial Parks Tax Assistance Act  
Public Parks Act  
Public Utilities Act  
Public Utilities Corporations Act  
Regional Municipality of Durham Act  
Regional Municipality of Haldimand-Norfolk Act  
Regional Municipality of Halton Act  
Regional Municipality of Hamilton-Wentworth Act  
Regional Municipality of Niagara Act  
Regional Municipality of Ottawa-Carleton Act  
Regional Municipality of Ottawa-Carleton Land Acquisition Act, 1980

Regional Municipality of Peel Act  
Regional Municipality of Sudbury Act  
Regional Municipality of Sudbury Statute Law Amendment Act, 1986  
Regional Municipality of Waterloo Act  
Regional Municipality of York Act  
Road Access Act  
Shoreline Property Assistance Act  
Snow Roads and Fences Act  
Statute Labour Act  
Tax Sales Confirmation Act, 1974  
Territorial Division Act  
Tom Longboat Act, 1980  
Toronto District Heating Corporation Act, 1980  
Toronto Islands Act, 1980  
Town of Wasaga Beach Act, 1973  
Township of North Plantagenet Act, 1976  
Wharfs and Harbours Act

## MINISTER RESPONSIBLE FOR NATIVE AFFAIRS

### MINISTER RESPONSIBLE FOR NATIVE AFFAIRS

NAT AFF 1

18 King St., 18th Flr.  
Toronto M5C 1C5  
416-965-1664

Under Order-in-Council 1803/85, the Attorney General of Ontario is designated as the Minister Responsible for Native Affairs. His responsibilities include: development and coordination of government-wide Native Affairs policy; delivery of special projects across ministries; negotiation of corporate Native issues, including land claims, Aboriginal constitutional matters and self-government agreements; and monitoring development and delivery of line ministry programs affecting **Native people**.

By cabinet directive, the Minister Responsible for Native Affairs is designated as the Chairman of the **Cabinet Committee on Native Affairs (CCNA)**. CCNA serves as a forum for the review of Native Affairs issues and initiatives having government-wide implications. CCNA is comprised of the following Ministers: Attorney General and Minister Responsible for Native Affairs; Solicitor General; Citizenship and Culture; Community and Social Services; Colleges and Universities and Skills Development; Correctional Services; Education; Health; Housing; Natural Resources; Northern Development and Mines; and Tourism and Recreation.

The **Ontario Native Affairs Directorate** (965-4827) supports the Attorney General in his capacity as Minister Responsible for Native Affairs and as Chairman of the Cabinet Committee on Native Affairs.

## MINISTRY OF NATURAL RESOURCES

Whitney Block,  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3

The Ministry of Natural Resources originated in 1972 with the amalgamation of the former Departments of Lands and Forests, and Mines and Northern Affairs. In 1985, certain of the mining-related responsibilities were transferred back to the reconstituted Ministry of Northern Development and Mines.

The goals of the Ministry of Natural Resources are three-fold: resource development, resource conservation and the protection of public safety and resources from natural hazards. The Ministry's programs are concerned with the wise management of Ontario's physical resources for economic and social benefit. This includes Crown lands, waters, forests, parks, fish, wildlife, fuel and industrial minerals.

### DEPUTY MINISTER'S OFFICE

#### POLICY AND PLANNING SECRETARIAT

MNR 1

Whitney Block, Rm. 6440  
99 Wellesley St. W.,  
Queen's Park, Toronto M7A 1W3  
416-965-8422

The Secretariat provides support to the Deputy Minister's office and the executive management team of the Ministry. It supports senior management through the development and coordination of policy, the maintenance of the policy system, the strategic planning process, the preparation of priority guidelines, and the assessment of policy proposals from within and outside the Ministry. It provides leadership for land use and integrated resource management planning by the development and maintenance of guidelines and processes and the coordination of **land use planning** at the Provincial level. The Secretariat administers preparation of **environmental assessments** for the Ministry, subject to the Environmental Assessment Act, and the input to and review of plans of **municipalities** and other agencies relative to this Ministry's plans and programs. It liaises with Cabinet Office, Cabinet Committees and other Ministries.

### ADMINISTRATION DIVISION

#### COMMUNICATIONS SERVICES BRANCH

MNR 2

Whitney Block, Rm. 5340  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-2756 General Inquiries  
416-963-1325 A.V. Film Library  
416-965-2000 Public Information Centre

The Communications Services Branch establishes communications policy for the Ministry, advises its branches on communications problems and provides communications support to the Minister and the Deputy Minister. It informs the public, client groups and the media about the Ministry's activities, answers public inquiries and produces and distributes **publications** news releases and audio-visual materials. Landmarks, a subscription

magazine, is published quarterly for those interested in Ontario's natural resources and their management.

#### COMMUNICATIONS SERVICES BRANCH PUBLIC INFORMATION CENTRE

MNR 3

Whitney Block, Rm. 1640

99 Wellesley St. W.

Queen's Park, Toronto M7A 1W3

416-965-2000 General Inquiry

416-965-3081 Provincial Parks Information

416-965-7883 Fisheries Information

416-965-4251 Wildlife Information

416-965-9751 Forestry/Land Information

The Public Information Centre is a 'one stop' inquiry centre, for both the public and the government. It provides information and publications on Ontario's fish, **wildlife**, **forestry**, **mineral** resources, **lands** and **waters**, and provincial **parks** and sells **hunting** and **fish-  
ing licences**, topographical and Ontario Basic **Mapping**, aerial photos and Forest Resources Inventory maps. **Travel** counselling is also provided to the public on Provincial Parks hunting, fishing and outdoor **recreation** opportunities.

#### LEGAL SERVICES BRANCH

MNR 4

Whitney Block, Rm. 6420

99 Wellesley St. W.

Queen's Park, Toronto M7A 1W3

416-965-2748

Legal Services Branch counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc.. The Legal Services Branch is responsible to the Attorney General's Office.

#### MANAGEMENT PLANNING AND ANALYSIS

MNR 5

Whitney Block, Rm. 6350

99 Wellesley St. W.

Queen's Park, Toronto M7A 1W3

416-965-4143

Management Planning and Analysis initiates studies of the Ministry's management process, recommending changes to management organization, systems, procedures and practices, and coordinating the implementation of projects to enhance organizational and management effectiveness.

#### PERSONNEL BRANCH

MNR 6

Whitney Block, Rm. 4520

99 Wellesley St. W.

Queen's Park, Toronto M7A 1W3

416-965-2707

The Personnel Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It establishes Ministry personnel policies, procedures and appropriate classification and compensation levels for

all Ministry employees. It is responsible for staff recruitment, safety programs, Workers' Compensation, employee counselling, investigation of employee grievances and all matters affecting working conditions and performance. It maintains the Ministry's personnel, payroll and employee benefit records. The branch coordinates the Ministry's **youth employment** program which involves the hiring of qualified 17 year-old persons as **junior rangers** (965-1258). It also serves as liaison between the Ministry and the Human Resources Secretariat, Management Board of Cabinet and the Ontario Public Service Employees Union (OPSEU). For personnel records call 965-3961; for seasonal employment inquiries call 965-1258. There are personnel officers in each of the Ministry's eight regional offices listed under this Ministry's Field Organization entries.

#### ADMINISTRATIVE SERVICES BRANCH

MNR 7

Whitney Block, Rm. 5528

99 Wellesley St. W.

Queen's Park, Toronto M7A 1W3

416-965-2711

The Administrative Services Branch provides support and analytical services to the Ministry on a wide range of administrative matters. It offers contracting and purchasing courses, analysis and input into various contracting and supply management issues and serves as the focal point in the Ministry for general purchasing and contracting expertise. The branch issues related policies, procedures and guidelines. Support services include a central supply warehouse, purchasing unit, copy centre, mail and telex services, records and information management, assets management and the maintenance of policy and procedures manuals (e.g., Manual of Administration, Ministry directive manuals, etc.). It liaises with several ministries and agencies to coordinate common services such as telephones, acquisition and design of facilities, purchase of motor vehicles and the purchase of commonly used supplies. It provides a focal point for fleet management and insurance, information and support, customer services and other special services (e.g., arranging functions, booking airline tickets, etc.).

#### AFFIRMATIVE ACTION PROGRAM

MNR 8

Whitney Block, Rm. 4611

99 Wellesley St. W.

Queen's Park, Toronto M7A 1W3

416-965-5663

The Affirmative Action Program Coordinator plans, develops and coordinates the Affirmative Action Program to improve the status of the Ministry's female employees with the ultimate aim of ensuring equal opportunity for women.

#### FINANCE AND ADMINISTRATION GROUP

##### FINANCIAL RESOURCES BRANCH

MNR 9

Whitney Block, Rm. 4324

99 Wellesley St. W.

Queen's Park, Toronto M7A 1W3

416-965-2761

Financial Resources Branch is responsible for general accounting functions, including payroll and expense account services, accounts payable, and financial liaison with the Provincial Auditor and other government ministries and agencies. The branch is also

responsible for appropriations and expenditure control, development of accounting and costing systems, financial and cost analyses and pre-audit controls and procedures. It examines non-tax revenue rates, budget allocations control and coordinates program planning and yearly reviews. It prepares reports for submission to Management Board, organizes and participates in program evaluations, assists with economic analysis of Ministry programs and coordinates management information development and updates. It prepares claims under federal-provincial agreements; controls collateral securities and collects records and reports on revenue from **timber** operations, sales and leases of **Crown land**, **mining**, **pits and quarries** and provincial **parks** operations, **fish and wildlife licences** and sundry other cash receipts. For fish and wildlife (**hunting**) licences sale, see this Ministry's Public Information Centre or contact Ministry regional or district offices (listed under this Ministry's Field Organization entries).

#### INTERNAL AUDIT SERVICES BRANCH

MNR 10

Whitney Block, Rm. 4633  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1N3  
416-965-4087

Internal Audit Services Branch is responsible for the Ministry's internal audit functions which include the review and appraisal of the Ministry financial and management control systems.

#### SYSTEMS SERVICES BRANCH

MNR 11

Whitney Block, Rm. 6540  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-5671

The Systems Services Branch coordinates the planning, development, maintenance and operation of Ministry computer information systems. It ensures effective delivery of information services to users; develops strategy, policies and procedures for systems related issues; provides computer and data entry services. The branch manages the Ministry's centralized processing facility and the operation of the distributed terminal and communications network.

#### FOREST RESOURCES GROUP

##### ONTARIO TREE IMPROVEMENT AND FOREST BIOMASS INSTITUTE

MNR 12

Maple L0J 1E0  
416-832-2761

The **Ontario Tree Improvement and Forest Biomass Institute (OTIFBI)** and the three research stations listed below conduct **research** aimed at improving the management and the trees of Ontario's **forests**. The tree improvement emphasis is on faster growing **trees** with improved wood characteristics of such commercial genera as poplar, pine and spruce. Forest management research is concerned with the treatment of the forest ecosystem and the production of trees to replenish the forests.

*OTIFBI*  
Midhurst L0L 1X0  
705-737-5510

*OTIFBI*  
P.O. Box 490  
Sault Ste. Marie P6A 5M7  
705-949-9461

*OTIFBI*  
P.O. Box 2960  
Thunder Bay P7B 5G5  
807-767-1607

FOREST RESOURCES BRANCH  
Whitney Block, Rm. 3646  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-2787

MNR 13

The branch develops policy, sets field program targets, provides specialized services to the field staff, audits field staff performance and develops standards for **forest** practice in Ontario. The branch also develops **silvicultural** guidelines, conducts **research** and development projects, coordinates the **tree seed program**, the distribution of **nursery** stock for **Crown** and private **lands** and administers grants mentioned below.

The branch provides specialized services to district offices for **pest control** nursery **soil** management, municipal **tree** cutting by-laws, assessment of silvicultural work, equipment development, **Woodlands Improvement Act** agreements and special funding programs.

The branch works with this Ministry and with other ministries to develop multiple use management policies aimed at providing a contribution to the economy by the forest based industries, consistent with sound environmental practices and with providing for other uses of the forest.

In carrying out branch policy, field offices manage Crown forests to ensure regeneration, improve quality and growth and to protect them from **fire**, **insects** and **disease**. They advise private landowners on tree planting, tending **woodlots** and marketing **timber** and provide them with direct forestry assistance under the Woodlands Improvement Act. They provide **grants** to municipalities for land acquisition, the lands to be managed by the Ministry. Field offices hold field days for the public on growing trees, **maple syrup** production and forest management. Through a cooperative arrangement with the Ministry of Intergovernmental Affairs, annual grants are made to private forest owners to reduce **property tax** on their managed forests.

The delivery of Forest Resources programs is the responsibility of the district offices and any inquiries should be directed to the nearest district office, listed under this Ministry's Field Organization entries.

CHIEF FOREST ECONOMIST  
99 Wellesley St. W.  
Whitney Block, Rm. 3627  
Queen's Park, Toronto M7A 1W3  
416-965-2785

MNR 14

The Chief Forest Economist develops **forest** policy directions. He advises on financial and economic implications of current and proposed policy matters and ensures the consideration of socio-economic and financial matters in forest management practices.

**TIMBER SALES BRANCH**

MNR 15

Whitney Block, Rm. 3612  
 99 Wellesley St. W.  
 Queen's Park, Toronto M7A 1W3  
 416-965-3948

Timber Sales Branch is responsible for the management of Ontario's **Crown land forests** and the disposition of its **Crown timber** resource. Activities include forest resources inventory (965-6914); forest management planning (965-7631); **forest industry** development (965-5760); Crown timber allocation and licensing (965-2731), i.e., **licences** to cut Crown timber and licences to forest industry mills, and the measurement or scaling of timber cut from Crown lands, i.e., **Scaler's Licences** (965-0378). For information contact the above telephone numbers or any regional or district office listed under this Ministry's Field Organization entries.

**LANDS AND WATERS GROUP****CONSERVATION AUTHORITIES AND WATER  
MANAGEMENT BRANCH**

MNR 16

Whitney Block, Rm. 5620  
 99 Wellesley St. W.  
 Queen's Park, Toronto M7A 1W3  
 416-965-6283

The branch encourages the **conservation**, development and utilization of **water** and related **land** resources by providing policy, procedural guidelines, funding, management and planning direction to 38 Conservation Authorities.

The Conservation Authorities are autonomous, corporate bodies established under the **Conservation Authorities Act** to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals.

Through the branch, **grants** are provided to Conservation Authorities to support resource management projects, e.g., **watershed** planning, flood control works such as **dams** and other non-structural types, **erosion** control projects and conservation and **recreation** land management ( **reforestation woodlot**, **fish** and **wildlife** management).

The branch also administers the **Lakes and Rivers Improvement Act** which regulates construction and operation of dams and diversions. In addition, special engineering, water management, **shoreline** management and **hydrologic research** studies to control flooding and erosion are carried out. The branch also operates a **library**. Response to **flood emergencies** is a joint effort by a number of entities including the municipality concerned, the conservation authorities, the Ministry of Natural Resources' district offices and the police. To report an emergency arising from floods, telephone the municipality in which flooding occurs. In areas outside municipalities, call the nearest district office of the Ministry of Natural Resources. For their telephone numbers reference should be made to the blue pages of the area telephone directories.

The branch deals with the Conservation Authorities (CAs) through six Ministry of Natural Resources regional offices. These offices and the Authorities for which they are responsible, follow:

**CENTRAL REGION**

*Regional Office*  
10670 Yonge St.  
**Richmond Hill L4C 3C9**  
416-883-3267

*Niagara Peninsular CA*  
Centre St.  
**Allanburg L0S 1A0**  
416-227-1013

*Hamilton Region CA*  
Box 7099, 838 Mineral Springs Rd.  
**Ancaster L9G 3L3**  
416-525-2181

*Nottawasaga Valley CA*  
R. R. 1  
**Angus L0M 1B0**  
705-424-1479

*Grand River CA*  
Box 729, 400 Clyde Rd.  
**Cambridge N1R 5W6**  
519-621-2761

*Kawartha Region CA*  
Box 819  
**Fenelon Falls K0M 1N0**  
705-887-3112

*Credit Valley CA*  
**Meadowvale L0J 1K0**  
416-451-1615

*Halton Region CA*  
310 Main St.  
**Milton L9T 1P4**  
416-878-4131

*Lake Simcoe Region CA*  
Box 282, 120 Bayview Ave.  
**Newmarket L3Y 4X1**  
416-895-1281

*Metropolitan Toronto & Region CA*  
5 Shoreham Dr.  
**North York M3N 1S4**  
416-661-6600

*Otonabee Region CA*  
727 Lansdowne St. W.  
**Peterborough K9J 1Z2**  
705-745-5791

*Ganaraska Region CA*  
Box 328, 56 Queen St.  
**Port Hope L1A 3W4**  
416-885-8173

*Central Lake Ontario CA*  
100 Whiting Ave.  
**Oshawa L1H 3T3**  
416-579-0411

**EASTERN REGION**

*Regional Office*  
Government Bldg.  
Van Buren St.  
**Kemptville K0G 1J0**  
613-258-3413

*Moir River CA*  
Box 698  
**Belleville K8P 3C3**  
613-968-3434

*South Nation River CA*  
Box 69  
**Berwick K0C 1G0**  
613-984-2400

*Mississippi Valley CA*  
Box 268  
**Lanark K0S 1K0**  
613-259-2421

*Cataraqui Region CA*  
R. R. 1  
**Glenburnie K0H 1S0**  
613-546-4228

*Rideau Valley CA*  
Box 599, Mill St.  
**Manotick K0A 2N0**  
613-692-3571

*Crowe Valley CA*  
Box 416  
**Marmora K0K 2M0**  
613-472-3137

*Raisin Region CA*  
Box 10  
**Martintown K0C 1S0**  
613-528-4584

*Napanee Region CA*  
25 Ontario St. W.  
**Napanee K7R 3S6**  
613-354-3312

*Prince Edward Region CA*  
Box 310  
**Picton K0K 2T0**  
613-476-7408

*Lower Trent Region CA*  
441 Front St.  
**Trenton K8V 6C1**  
613-394-4829

#### NORTH CENTRAL REGION

*Regional Office*  
435 James St. S.  
Box 5000  
**Thunder Bay 'F' P7C 5G6**  
807-475-1261

*Lakehead Region CA*  
Box 3476  
1136 Oliver Rd.  
**Thunder Bay P7B 5J9**  
807-344-5857/8/9/50

#### NORTHEASTERN REGION

*Regional Office*  
Ontario Government Bldgs.  
199 Larch St.  
**Sudbury P3E 5P9**  
705-675-4104

*North Bay - Mattawa CA*  
Box 1215  
**North Bay P1B 8K4**  
705-474-5420

*Sault Ste. Marie Region CA*  
99 Foster Dr., Civic Centre  
**Sault Ste. Marie P6A 5X6**  
705-759-5342

*Nickel District CA*  
200 Brady St.  
**Sudbury P3E 5K3**  
705-674-5249

#### NORTHERN REGION

*Mattagami Region CA*  
133 Cedar St. S.  
**Timmins P4N 2G9**  
705-264-5309

*Regional Sub-Office*  
60 Wilson Ave.  
**Timmins P4N 2S7**  
705-267-1401

#### SOUTHWESTERN REGION

*Regional Office*  
Box 5463, 659 Exeter Rd.  
**London N6A 4L6**  
519-681-5350

*Catfish Creek CA*  
R. R. 5  
**Aylmer N5H 2R4**  
519-773-9605

*Lower Thames Valley CA*  
100 Thames St.  
**Chatham N7L 2Y8**  
519-354-7310

*Essex Region CA*  
360 Fairview Ave. W.  
**Essex N8M 1Y6**  
519-776-5209

*Ausable Bayfield CA*  
Box 2410  
**Exeter N0M 1S0**  
519-235-2610

*Saugeen Valley CA*  
R. R. 1  
**Hanover N4N 3B8**  
519-364-1255

*Upper Thames River CA*  
Box 6278, Station 'D'  
**London N5W 5S1**  
519-451-2800

*Grey Sauble CA*  
R. R. 4, Inglis Falls Rd.  
**Owen Sound N4K 5N6**  
519-376-3076

*Kettle Creek CA*  
R. R. 8  
**St. Thomas N5P 3T3**  
519-631-1270

*Long Point Region CA*  
Box 525  
**Simcoe N3Y 4N5**  
519-426-4623

*St. Clair Region CA*  
205 Mill Pond Cres.  
**Strathroy N7G 3P9**  
519-245-3710

*Maitland Valley CA*  
Box 127  
**Wroxeter N0G 2X0**  
519-335-3557 (Gorrie)

LAND MANAGEMENT BRANCH  
ACCESS ROADS SECTION  
Whitney Block, Rm. 6646  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-5735

MNR 17

The section's activities involve the construction and maintenance of access **roads** and **bridges** to facilitate the management and utilization of the Province's natural resources on **Crown lands**. The section is responsible for coordination of the access roads component of various programs such as **Canada Ontario Forest Resource Development Agreement (COFRDA)** and **Northern Ontario Resources Transportation Committee (NORTC)**. The statute which pertains most to resource access is the **Public Lands Act (Part II)**. For information about a specific road, contact the regional and district offices listed under the Ministry's Field Organization entries.

LAND MANAGEMENT BRANCH  
PUBLIC LANDS SECTION  
Whitney Block, Rm. 6603  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-2743

MNR 18

The Public Lands Section administers the **Public Lands Act** which is the statutory authority for managing and disposing of rights in **Crown (public) lands** and the **Beds of Navigable Waters Act**.

Public land management involves the custodianship and protection of the 84 per cent of Ontario that is Crown land outside of provincial parks. It controls land uses and users (e.g., use as cottage lots; **shoreline** use such as installation of **docks** and **boathouses**; commercial, residential and **agricultural** use) and protects land from adverse claims, littering

and abuse. In **unorganized territories**, it provides public garbage disposal facilities and controls development on private lands.

Public land disposition is the granting of rights in Crown land to individuals or corporations for purposes such as cottaging, farming or for commercial or industrial uses, e.g., **water power**. These dispositions are based upon market value as determined by **appraisal**. Crown land needs of other ministries and governments are met through transfer of administration and control of the required sites.

A planning process precedes disposition of Crown lands. For example, **lake planning** is done before **cottage** lots are selected and developed. Public land may be granted for short terms (by various types of leasehold) or permanently (by freehold grant).

When the Ministry requires private land, such lands may be purchased under the **Land Acquisition Program**. This program ensures the orderly purchase of **lands** required for various Ministry functions. It assists in setting acquisition priorities, oversees and approves each purchase and maintains a computerized **statistical** control and data bank of all acquisition proposals. It also provides technical real estate related assistance, analysis and studies for the various branches and levels of the Ministry, as well as other related outside (public and private) agencies.

The section gives direction to the 8 regions and 47 districts which comprise the Ministry's field organization and also advises the Minister and senior management on land-related matters.

#### LAND MANAGEMENT BRANCH FUEL MINERALS SECTION

MNR 19

Whitney Block, Rm. 6641  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-963-1882

Fuel Minerals Section recommends appropriate policies and legislation to encourage development of indigenous **energy** resources such as oil and gas, peat, lignite and oil shales; underground gas storage, hydrocarbon product storage and salt solution mining.

These resources are mostly found in Southern Ontario and the operational, **geological** engineering and inspection services are performed by the Southwestern Regional Office in London and by the laboratory, computer and research facilities.

#### SOUTHWESTERN REGION

*Regional Office*  
Petroleum Resources  
659 Exeter Rd.  
**London N6A 4L6**  
519-661-2766

LAND MANAGEMENT BRANCH  
AGGREGATE RESOURCES SECTION

MNR 20

Whitney Block, Rm. 4646  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-3127

Aggregate Resources Section is responsible for the management of **aggregate** resources throughout Ontario, within the Ministry's framework of regional and district offices. There are over 2600 licenced operations and over 200 wayside operations under the **Pits and Quarries Control Act (P.Q.C.A.)**, located predominantly in southern Ontario, which extract sand, gravel, clay, stone and other non-metallic **minerals** for industrial and construction use. In addition, there are over 2000 pits in northern Ontario, mainly on Crown Land, administered under the **Mining Act** and the **Beach Protection Act**. This section administers these Acts, through public and agency review and liaison, for the mutual benefit of all interested parties.

Administration of these Acts is carried out through resource planning, policy formulation and implementation, the development of legislation, the Provincial Mineral Aggregate Resource Policy Statement, research studies, and providing interpretative advice on the Acts and their Regulations, as technical support to field staff.

Pits and Quarries Inspectors are designated Ministry personnel assigned to field offices where the P.Q.C.A. is administered and they are responsible for enforcing the Act and its Regulations. Site inspections are routinely performed on all licenced and wayside operations from our District offices.

LAND MANAGEMENT BRANCH  
TITLES SECTION

MNR 21

Whitney Block, Rm. 6645  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-1319

The **Titles** Section issues Crown leases, **land patents** (Crown patents) and **licences** of occupation. It can give information (from the **Domesday Book**) on land that was formerly **Crown land**. It maintains acreage **tax** rolls and carries out forfeiture process for patented **mining** lands. All of this data is available at the main office. The branch places **liens** in conjunction with inactive mine hazards. For information contact the regional and district offices listed under this Ministry's Field Organization entries.

OFFICE OF INDIAN RESOURCE POLICY

MNR 22

Whitney Block, Rm. 6527  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-6045

The office researches and responds to specific Indian land claims and other related natural resource issues in Ontario. It keeps the Ministry aware of the possible extent of future **land** claims; develops Ministry positions, prepares recommendations to Cabinet and does **research** in consultation with other ministries, the federal government, **Indian Band Councils** and **Native peoples** associations. On the direction of Cabinet, the office negotiates the settlement of valid land claims in Ontario with the Indian people involved and

coordinates and/or initiates Ministry policy development that has a significant impact on Native peoples (i.e., wild rice, **hunting and fishing treaty rights, aboriginal rights, Crown land allocation**, etc.).

#### SURVEYS AND MAPPING BRANCH

MNR 23

Whitney Block, Rm. 3448  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-6225

The Surveys and Mapping Branch provides information about the Ontario land mass in graphical and computerized form. It establishes standards and furnishes services in geodetic and cadastral surveys, topographic mapping, cartography, geographic information, satellite and airborne remote sensing, digital mapping technology and geographic nomenclature. Branch programs are described individually under the Surveys and Mapping Branch entries that follow. Maps are distributed by the Ministry's Public Information Centre, Communications Services Branch (965-6511). District offices, listed under this Ministry's Field Organization entries, can provide information.

#### SURVEYS AND MAPPING BRANCH

MNR 24

##### GEOGRAPHICAL INFORMATION SERVICES

Whitney Block, Rm. 3425  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-4538

Geographical Information Services (GIS) undertakes research and development of geographical concepts and standards, prototype development of digital municipal and resource information systems and a provincial **digital topographic data base**; publishes specifications for digital mapping and conducts pilot projects for **Geographic Information Systems** applications.

#### SURVEYS AND MAPPING BRANCH

MNR 25

##### SURVEYOR GENERAL

Whitney Block, 3rd Flr.  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-2714

The office of the Surveyor General provides for the administration of the **Surveys Act, Surveyors Act and Ontario Geographic Names Board Act** and regulations and for the management of surveying services; coordinates policy, priorities and development of programs in drafting services, geodetic services, geographic names and legal **survey** activities.

**Drafting Services** (965-1823) offers support drafting service to Ministry programs including the production and maintenance of maps for land status.

**Geodetic Services** (965-3005) develops and publishes standards, guidelines and specifications for the performance of horizontal, vertical and three-dimensional surveys by surveyors; collects horizontal and vertical control survey network data for storage in the provincial horizontal control data bank (**COSINE**) maintains multi-purpose control survey adjustment and analysis programs (**MANOR**) (**MANOR V**); installs precise calibration

base lines. Under the Surveys Act, **financial assistance** of 50 per cent or a maximum of \$20,000 in any one year is provided to **municipalities** undertaking to coordinate control surveys.

**Geographic Names** (965-6515) coordinates toponymic and geographic name investigation, research and policy development affecting treatment of geographic nomenclature in Ontario; maintains index of geographical and place names, provides toponymic service to and undertakes investigations affecting geographical names for the Canadian Permanent Committee on Geographic Names, ministries, agencies, municipalities, the public etc.; provides administrative support to the Ontario Geographic Names Board; publishes principles for geographic naming.

**Survey Services** (965-2714) examines plans of survey of Crown Land and mining land for alienation by lease, licence or letters patent; prepares descriptions for patent, lease, licence, Order in Council and regulations; maintains custody of plans and field notes of original Crown surveys, (a **library** at Room 3422, Whitney Block, Queen's Park, is open to the public) and provides expertise on their interpretation; prepares instructions to surveyors to make municipal and Crown resurveys under the Surveys Act and arranges public hearings for confirmation of the survey; maintains provincial boundaries; administers agreements for the performance of coordinate control surveys and undertakes legal surveys for the Ministry. Under the Surveys Act, financial assistance of 25 per cent or a maximum of \$10,000 per survey in any one year is provided to municipalities undertaking a municipal survey.

#### SURVEYS AND MAPPING BRANCH MAPPING SERVICES

MNR 26

Whitney Block, Rm. 4625  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-4941

Surveys and Mapping Branch, Mapping Services, provides information and liaison on Government mapping programs and services. It coordinates policy and priorities for ministry wide cartographic services and government wide Ontario Basic Mapping programs.

The Basic Mapping Section (965-1208) operates the government-wide **Ontario Basic Mapping (OBM)** program designed to provide a common base for **geographical referenced** topographic information. It handles contracts with industry for conventional and digital topographic mapping and with municipalities for urban topographic mapping.

The Cartography Section (965-4743) prepares the ministry's coloured thematic **maps** including territorial, **parks, hunting and fishing** maps, coloured brochures and graphics, Ontario's **electoral district** maps and **geological** maps for the Ontario Geological Survey.

#### SURVEYS AND MAPPING BRANCH REMOTE SENSING

MNR 27

880 Bay St., 3rd Flr.  
Toronto M5S 1Z8  
416-965-8411

The **Ontario Centre for Remote Sensing (OCRS)** conducts applied **research** projects and thematic mapping programs related to such fields as forestry, geology and land use planning, through the analysis of airborne and spaceborne **remote sensing** data (e.g., aerial

**photography**, thermography and radar data and satellite multispectral imagery). OCSR headquarters maintains a collection of **LANDSAT satellite imagery** for Ontario and a literature **library**, both of which may be used by the public. Under a comprehensive technology transfer program, the centre offers information on remote sensing and consultation on remote sensing research or application projects to government organizations, private companies and universities/colleges. The centre also subcontracts to Ontario companies to conduct remote sensing application projects in Canada and abroad. Remote sensing training courses are given to provide 'hands-on' experience in the use of a range of remote sensing data. Guest lecturers and other forms of assistance in the teaching of remote sensing are provided to universities.

## OUTDOOR RECREATION GROUP

### LAW ENFORCEMENT OFFICE

MNR 28

Whitney Block, Rm. 2342  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-5661

Located in the Executive Coordinator's office of the Outdoor Recreation Group, the Law Enforcement Office provides assistance and advice to field offices on various law enforcement matters. It is responsible for the development and coordination of all law enforcement training courses and controls all special investigations.

### NATURAL RESOURCES LIBRARY

MNR 29

99 Wellesley St. W.  
Whitney Block, 4th Flr.  
Queen's Park, Toronto M7A 1W3  
416-965-6319

The Natural Resources Library at Queen's Park and the **Research Library** in Maple (416-832-2761) are part of the Outdoor Recreation Group, and hold material related to renewable resources. They serve Ministry staff, other libraries and members of the public working on special projects concerning those resources for which material is not available elsewhere. The public may use material for reference only and by appointment. The library operates the Ministry **reading room** to provide public access to manuals and internal procedures used by the Ministry.

### OFFICE OF RECREATIONAL BOATING

MNR 30

Whitney Block, Rm. 2364  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-7885

The Office of Recreational Boating is part of the Outdoor **Recreation** Group. It acts as a source of **information** for the general public on all aspects of recreational boating from **safety** courses to boat **licensing** and regulations.

The **Boating Ontario Advisory Team (BOAT)**, an interministerial committee, assesses the need for recreational boating facilities and assists municipalities and the private sector in making submissions for provincial assistance. The Office also acts as liaison between the government and marina operators, boat and boat equipment manufacturers, boating organizations and organizations teaching boating safety.

## FISHERIES BRANCH

MNR 31

Whitney Block, 2nd Flr.

99 Wellesley St. W.

Queen's Park, Toronto M7A 1W3

416-965-7883

Fisheries Branch coordinates **fisheries** regulations across the Province through preparation, interpretation and legislation. The main office provides support and guidance to regional and district offices by providing: expertise in biology, sociology, economics; computerized data, legislation and administration as it relates to fisheries management; special services such as program evaluation, priority setting and policy formulation; planning, programming and auditing provincial **fish** culture operations to meet the need for resource management and recreational fishing. It also assigns production targets and distribution schedules for provincial hatcheries and develops and implements the policy that affects fish habitat and its management.

Regional offices are responsible for coordinating and implementing ministry programs assigned to that region which are to be delivered through the Ministry field organization. The offices set regional priorities and allocate resources in accordance with approved policies and programs and provide support services and management information for the districts.

District offices are responsible for fisheries program delivery and the enforcement of legislation. They recommend changes in policies, programs or standards. The district offices provide information on hatcheries and sanctuaries, farm ponds, **permits** and special **licences**, **fishing** conditions and regulations, open seasons, fish identification and conservation. For a listing of regional and district offices, fish assessment units and fish culture centres, see this Ministry's Field Organization entries. The Fisheries Research Stations are also listed there under Year Round Work Centres.

PROVINCIAL PARKS AND RECREATIONAL  
AREAS BRANCH

MNR 32

Whitney Block, 3rd Flr.

99 Wellesley St. W.

Queen's Park, Toronto M7A 1W3

416-965-2745

Provincial Parks and Recreational Areas Branch is responsible for the planning and management of **provincial parks and recreational** areas (canoe routes, **water** access points and trails). It ensures that parks planning and development is coordinated with the efforts of other public agencies (federal, provincial and municipal) and the private sector. It offers **financial assistance** to municipalities for the establishment of parks. Provincial parks information and **films** can be obtained from the Ministry's regional and district offices or by writing to this branch. In Toronto call 965-3081 for parks information and 963-2992 for park vacancy reports in the summer. Residents outside a district office's local calling area can consult the blue pages of their public telephone directory for the toll-free number.

Listed alphabetically below are provincial parks and the corresponding district offices and telephone numbers. See this Ministry's Field Organization entries for the full addresses of the regional and district offices.

*Aaron*  
807-223-3341  
(Dryden District)

*Algonquin*  
705-633-5572  
(Algonquin Park District)

*Antoine*  
705-474-5550  
(North Bay District)

*Arrowhead*  
705-645-8747  
(Bracebridge District)

*Awenda*  
705-728-2900  
(Huron District)

*Balsam Lake*  
705-324-6121  
(Lindsay District)

*Bass Lake*  
705-728-2900  
(Huron District)

*Batchawana*  
705-949-1231  
(Sault Ste. Marie District)

*Blue Lake*  
807-223-3341  
(Dryden District)

*Bon Echo*  
613-354-2173  
(Napanee District)

*Bonnechere*  
613-732-3661  
(Pembroke District)

*Bronte Creek*  
519-658-9356  
(Cambridge District)

*Caliper Lake*  
807-274-5337  
(Fort Frances District)

*Carillon*  
613-257-5735  
(Carleton Place District)

*Carson Lake*  
613-732-3661  
(Pembroke District)

*Charleston Lake*  
613-354-2173  
(Napanee District)

*Chutes*  
705-869-1330  
(Espanola District)

*Craigleith*  
519-376-3860  
(Owen Sound District)

*Cyprus Lake*  
519-376-3860  
(Owen Sound District)

*Darlington*  
705-324-6121  
(Lindsay District)

*Devil's Glen*  
705-728-2900  
(Huron District)

*Driftwood*  
613-732-3661  
(Pembroke District)

*Earl Rowe*  
705-728-2900  
(Huron District)

*Emily*  
705-324-6121  
(Lindsay District)

*Esker Lakes*  
705-642-3222  
(Kirkland Lake District)

*Fairbank*  
705-522-7823  
(Sudbury District)

*Fathom Five*  
519-376-3860  
(Owen Sound District)

*Ferris*  
613-354-2173  
(Napane District)

*Finlayson Point*  
705-569-3622  
(Temagami District)

*Fitzroy*  
613-836-1237  
(Carleton Place)

*Frontenac Park*  
613-354-2173  
(Napane District)

*Fushimi Lake*  
705-362-4346  
(Hearst District)

*Greenwater*  
705-272-4365  
(Cochrane District)

*Grundy Lake*  
705-746-4201  
(Parry Sound District)

*Halfway Lake*  
705-522-7823  
(Sudbury District)

*Inverhuron*  
519-376-3860  
(Owen Sound District)

*Ipperwash*  
519-357-3131  
(Wingham District)

*Iroquois Beach*  
519-773-9241  
(Aylmer District)

*Ivanhoe Lake*  
705-864-1710  
(Chapleau District)

*John E. Pearce*  
519-773-9241  
(Aylmer District)

*Kakabeka Falls*  
807-475-1511  
(Thunder Bay District)

*Kap-Kig-Iwan*  
705-642-3222  
(Kirkland Lake District)

*Kettle Lakes*  
705-267-7951  
(Timmins District)

*Killarney*  
705-522-7823  
(Sudbury District)

*Killbear*  
705-746-4201  
(Parry Sound District)

*Klotz Lake*  
807-854-1030  
(Geraldton District)

*Lake Nipigon*  
807-887-2120  
(Nipigon District)

*Lake of the Woods*  
807-274-5337  
(Fort Frances District)

*Lake on the Mountain*  
613-354-2173  
(Napanee District)

*Lake St. Peter*  
613-332-3940  
(Bancroft District)

*Lake Superior*  
705-856-2396  
(Wawa District)

*Lady Evelyn Smoothwater*  
705-569-3622  
(Temagami District)

*Long Point*  
519-426-7650  
(Simcoe District)

*MacGregor Point*  
519-376-3860  
(Owen Sound District)

*MacLeod*  
807-854-1030  
(Geraldton District)

*Mara*  
705-728-2900  
(Huron District)

*Mark S. Burnham*  
705-324-6121  
(Lindsay District)

*Marten River*  
705-474-5550  
(North Bay District)

*Mattawa River*  
705-474-5550  
(North Bay District)

*McRae Point*  
705-728-2900  
(Huron District)

*Middle Falls*  
807-475-1511  
(Thunder Bay District)

*Mikisew*  
705-645-8747  
(Bracebridge District)

*Missinaibi Lake*  
705-864-1710  
(Chapleau District)

*Mississagi*  
705-356-2234  
(Blind River District)

*Murphys Point Park*  
613-257-5735  
(Carleton Place)

*Nagagamisis*  
705-362-4346  
(Hearst District)

*Neys*  
807-825-3205  
(Terrace Bay District)

*North Beach*  
613-354-2173  
(Napanee District)

*Oastler Lake*  
705-746-4201  
(Parry Sound District)

*Obatanga*  
705-856-2396  
(Wawa District)

*Ojibway*  
807-737-1140  
(Sioux Lookout District)

*Ojibway Prairie Nature Reserve*  
519-354-7340  
(Chatham District)

*Ouimet Canyon*  
807-475-1511  
(Thunder Bay District)

*Pakwash*  
807-727-2253  
(Red Lake District)

*Pancake Bay*  
705-949-1231  
(Sault Ste. Marie District)

*Peters Woods Nature Reserve*  
705-324-6121  
(Lindsay District)

*Petroglyphs*  
613-332-3940  
(Bancroft District)

*The Pinery*  
519-357-3131  
(Wingham District)

*Point Farms*  
519-357-3131  
(Wingham District)

*Polar Bear*  
705-336-2987  
(Moosonee District)

*Port Bruce*  
519-773-9241  
(Aylmer District)

*Presqu'île*  
613-354-2173  
(Napanee District)

*Quetico*  
807-597-6971  
(Atikokan District)

*Rainbow Falls*  
807-825-3205  
(Terrace Bay District)

*Rene Brunelle*  
705-335-6191  
(Kapuskasing District)

*Restoule*  
705-474-5550  
(North Bay District)

*Rideau River*  
613-257-5735  
(Carleton Place)

*Rock Point*  
416-892-2656  
(Niagara District)

*Rondeau*  
519-354-7340  
(Chatham District)

*Rushing River*  
807-468-9841  
(Kenora District)

*Samuel de Champlain*  
705-474-5550  
(North Bay District)

*Sandbanks*  
613-354-2173  
(Napanee District)

*Sandbar Lake*  
807-934-2233  
(Ignace District)

*Sauble Falls*  
519-376-3860  
(Owen Sound District)

*Selkirk*  
519-426-7650  
(Simcoe District)

*Serpent Mounds*  
705-324-6121  
(Lindsay District)

*Sharbot Lake*  
613-257-5735  
(Carleton Place District)

*Sibbald Point*  
416-832-2761  
(Maple District)

*Sibley*  
807-475-1511  
(Thunder Bay District)

*Silent Lake*  
613-332-3940  
(Bancroft District)

*Silver Lake*  
613-257-5735  
(Carleton Place)

*Sioux Narrows*  
807-468-9841  
(Kenora District)

*Six Mile Lake*  
705-728-2900  
(Huron District)

*Springwater*  
705-728-2900  
(Huron District)

*Sturgeon Bay*  
705-746-4201  
(Parry Sound District)

*The Shoals*  
705-864-1710  
(Chapleau District)

*Tidewater*  
705-336-2987  
(Moosonee District)

*Trillium Woods Nature Reserve*  
519-773-9241  
(Aylmer)

*Turkey Point*  
519-426-7650  
(Simcoe District)

*Wakami Lake*  
705-864-1710  
(Chapleau District)

*Wasaga Beach*  
705-728-2900  
(Huron District)

*Wheatley*  
519-354-7340  
(Chatham District)

*White Lake*  
705-856-2396  
(Wawa District)

*Winisk Park*  
807-854-1030  
(Geraldton District)

*Windy Lake*  
705-522-7823  
(Sudbury District)

PROVINCIAL PARKS COUNCIL  
Mr. Lloyd Burrage, Chairman  
2450 McDougall St.  
Windsor, Ontario N8X 3N6  
519-255-6731

MNR 33

The Council, a Citizen's Advisory Committee, advises the Minister of Natural Resources on policy, planning and development of Ontario provincial parks in relation to changing public needs. The Chairman of the Council may be contacted at the above address. The Coordinator, who is responsible for Ministry of Natural Resources involvement with the Council, is located at the Parks and Recreational Areas Branch at the following address:

Whitney Block, Rm. 3328  
Queen's Park, Toronto M7A 1W3  
416-965-2745

WILDLIFE BRANCH  
Whitney Block, 2nd Flr.  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-4252

MNR 34

In accordance with the Game and Fish Act and the Endangered Species Act, Wildlife Branch manages Ontario's **wildlife** resource programs including habitat; develops and recommends wildlife programs to manage wildlife, including **moose, deer, bear, upland game, waterfowl, furbearers, non-game and endangered species**, and all flora and fauna excluding fish. It measures hunter participation and harvest and develops **hunting** seasons. The Research Section at Maple conducts **research** on wildlife ecology, diseases and species and animal behaviour.

*Wildlife Research*  
Ministry of Natural Resources  
10401 Dufferin St.  
Maple L0J 1E0  
416-832-2761

The Program Development Section develops policy and management programs for wildlife species and coordinates wildlife management efforts provincially. Staff maintain liaison with other provinces, the federal government, and other countries to manage species of national or international significance.

The Central Wildlife Services Section coordinates regulatory and statutory recommendations; issues **Convention on International Trade and Endangered Species (CITES) export** permits; the provincial **fur** management program, including the **trapper education** program (965-3345) and the hunter education program (965-7642); **certifies** hunter education instructors and coordinates training courses for Ministry hunting licence examiners. **Wildlife Surveys and Records** (965-8945) verifies lost hunting **licences** and hunter examination certificates and carries out surveys of hunters and public interest in wildlife.

Wildlife Extension Development Section administers the **Community Wildlife Involvement Program**; provides education and information services on other branch programs; maintains liaison with user and special interest groups; monitors land use patterns; works with landowners to facilitate private land management for wildlife and interprets wildlife management and use to the public.

Wildlife staff members are located in Ministry district offices throughout the Province to provide local services such as: wildlife law enforcement; advice on nuisance wildlife control; licensing of trappers, hunter education instructors, hunters and other persons who require permits for activities involving wildlife; information on hunting and other wildlife-based recreational opportunities in the areas for which they are responsible. District offices are listed under Ministry of Natural Resources, Field Organization.

Wildlife Branch publications, which are available from the Public Information Centre, 1st Floor, Whitney Block (965-4251) and district offices, include hunter education and reference manuals, hunting and **trapping** regulations, wildlife management, beaver, deer

and moose management, Ontario **turtles**, wolves and coyotes, vegetation management for wildlife and **ducks** or waterfowl identification.

## FIELD ORGANIZATION

### FIELD ORGANIZATION

MNR 35

The Ministry of Natural Resources is organized functionally and geographically so that the operational decision-making is as close as possible to the program delivery level. For administrative purposes, Ontario is divided into eight regions and 47 districts. The district managers, regional directors and two field assistant deputy ministers serve the public and local area interests by implementing the Land Management, Outdoor Recreation and Forest Resources programs of the Ministry (separately described). These programs cover minerals management, fish and wildlife, forest management, public lands and waters, provincial parks and fuel and industrial minerals management.

The main thrust of program delivery is in the Ministry's district offices where the management and use of natural resources takes place with consideration for local requirements. District managers and staff are responsible for the preparation of local program strategies (e.g., land use planning) and for the integration of individual resource plans that are consistent with the district strategy. Each district manager is responsible to the appropriate regional director for all activities assigned to the district.

Each regional office is organized into functional units headed by specialists responsible for providing advice and support to the districts. In some instances, such as conservation authorities, engineering and administrative services, the regional office is also the delivery point for Ministry programs.

The principal role of the regional director and staff is to direct and coordinate the work of the districts by establishing regional priorities and allocating the appropriate resources; by establishing program standards and auditing to ensure that the standards are met; by developing training programs and ensuring that they are implemented and by providing specialized advice and support services. In addition, the regional director and staff recommend annual work plans to the Assistant Deputy Ministers and identify areas where policy is required or needs to be modified.

The two field assistant deputy ministers are responsible for program management, coordination of policy and delivery of services across Northern and Southern Ontario. They convey the opinions of field staff to the Deputy Minister through their membership on senior management committees.

For the locations of regional, district and other offices, see the following entries: Field Organization, Northern Ontario, and Field Organization, Southern Ontario.

**ASSISTANT DEPUTY MINISTER - NORTHERN ONTARIO**

**FIELD ORGANIZATION**

MNR 36

Ontario Government Bldg.  
435 James St. S., P. O. Box 5000  
Thunder Bay P7C 5G6  
807-475-1271  
(When in Toronto: Rm. 6346, Whitney Block  
416-965-7783)

The four northern regional directors and the Aviation and Fire Management Centre director report to the Assistant Deputy Minister of Northern Ontario. Each regional office is listed below, followed by the district offices, year round work centres, **fisheries** assessment units and **nurseries** reporting to it. Residents outside an office's local calling area are advised to consult the blue pages of their public telephone directory for the toll-free telephone number.

**NORTH CENTRAL REGION**

**Year Round Work Centres**

*Regional Office*  
Ontario Government Building  
435 James St. S., P. O. Box 5000  
**Thunder Bay 'F' P7C 5G6**  
807-475-1261

*Armstrong Satellite Base*  
P. O. Box 69  
**Armstrong P0T 1A0**  
807-583-2364  
(Nipigon District)

**District Offices**

*Fisheries Research  
Productivity Unit*  
Spruce River Rd., P. O. Box 2089  
**Thunder Bay P7B 5E7**  
807-683-6232

108 Saturn Ave.  
**Atikokan P0T 1C0**  
807-597-6971

*Fisheries Research Walleye Unit*  
Ontario Government Bldg.  
435 James St. S.  
**Thunder Bay P7C 5G6**  
807-475-1636

Box 640  
**Geraldton P0T 1M0**  
807-854-1030

*Geraldton Fire Centre*  
P. O. Box 640  
**Geraldton P0T 1M0**  
807-854-1600

Box 970  
**Nipigon P0T 2J0**  
807-887-2120

P. O. Box 280  
**Terrace Bay P0T 2W0**  
807-825-3205

*Macdiarmid Satellite Base*  
P. O. Box 120  
**Beardmore P0T 1G0**  
807-885-5521  
(Nipigon District)

Ontario Government Building  
435 James St. S., P. O. Box 5000  
**Thunder Bay 'F' P7C 5G6**  
807-475-1511

*Manitouwadge*  
Box 309  
**Manitouwadge P0T 2C0**  
807-826-3225  
(Terrace Bay District)

*Nakina Office*  
23 Kingsland  
**Nakina P0T 2H0**  
807-329-5251  
(Geraldton District)

*Northern Forest Research Unit*  
Dawson Rd., P. O. Box 2960  
**Thunder Bay P7B 5G5**  
807-767-1607

*Nym Lake Base*  
**Atikokan P0T 1C0**  
807-597-2734  
(Atikokan District)

*Regional Fire Centre*  
1580 W. Arthur St.  
**Thunder Bay P7C 5G6**  
807-475-1405

*Shebandowan Headquarters*  
P. O. Box 43  
**Shebandowan P0T 2T0**  
807-926-2182  
(Thunder Bay District)

*Thunder Bay District Fire Centre*  
P. O. Box 5000  
1580 W. Arthur St.  
**Thunder Bay P7C 5G6**  
807-475-1415

*Thunder Bay Service Centre*  
P. O. Box 5000  
1580 W. Arthur St.  
**Thunder Bay P7C 5G6**  
807-475-1645

*Upsala Headquarters*  
**Upsala P0T 2Y0**  
807-986-2339  
(Thunder Bay District)

## Fisheries Assessment Unit

*Lake Superior*  
P. O. Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1635

## Fish Culture Station

*Dorion*  
**Dorion P0T 1K0**  
807-857-2322  
(Thunder Bay Region)

## Nurseries

*Thunder Bay Nursery*  
Thunder Bay Forest Station  
R. R. 1  
**Thunder Bay P7C 4T9**  
807-939-2561

## NORTHEASTERN REGION

*Regional Office*  
Provincial Government Bldg.  
199 Larch St.  
**Sudbury P3E 5P9**  
705-675-4120

## District Offices

62 Queen St., Box 190  
**Blind River P0R 1B0**  
705-356-2234

Box 1340  
**Espanola P0P 1C0**  
705-869-1330

Box 3070  
**North Bay P1B 8K7**  
705-474-5550

875 Queen St. E.  
**Sault Ste. Marie P6A 5L5**  
705-949-1231

P. O. Box 3500, Station 'A'  
**Sudbury P3A 4S2**  
705-522-7823

Box 38  
**Temagami P0H 2H0**  
705-569-3622

22 Mission Rd., Box 1160  
**Wawa P0S 1K0**  
705-856-2396

#### **Year Round Work Centres**

*Cold Storage Warehouse*  
P. O. Box 1160, Hwy 101  
**Wawa P0S 1K0**  
705-856-7041

*Kirkwood Office*  
P. O. Box 310  
**Thessalon P0R 1L0**  
705-842-2434  
(Blind River District)

*Operations Base*  
P. O. Box 1160, Mine Rd.  
**Wawa P0S 1K0**  
705-856-2396

*Powassan*  
Box 208  
**Powassan P0H 1Z0**  
705-724-2007  
(North Bay District)

*Tarentorus Trout Rearing Station*  
875 Queen St. E., Box 130  
**Sault Ste. Marie P6A 5L5**  
705-253-8953

#### **Fisheries Assessment Unit**

*Nipissing*  
P. O. Box 3070  
**North Bay P1B 8K7**  
705-474-5550

#### **Fish Culture Stations**

*North Bay*  
R. R. 1  
**Redbridge P0H 2A0**  
705-663-2311

*Sandfield*  
Box 10, R. R. 3  
**Manitoulin Island P0P 2C0**  
705-859-3370  
(Espanola District)

*Tarentorus*  
R. R. 4  
**Sault Ste. Marie P6A 5K9**  
705-253-8953

#### **Nurseries**

*Kirkwood Nursery*  
Box 310  
**Thessalon P0R 1L0**  
705-842-2345

#### **NORTHERN REGION**

*Regional Office*  
140 Fourth Ave., Box 3000  
**Cochrane P0L 1C0**  
705-272-4287

*Regional Sub-Office*  
60 Wilson Ave.  
**Timmins P4N 2S7**  
705-267-1401

#### **District Offices**

34 Birch St., P. O. Box 450  
**Chapleau P0M 1K0**  
705-864-1710

2 Third Ave., Box 730  
**Cochrane P0L 1C0**  
705-272-4365

P. O. Box 129  
**Gogama P0M 1W0**  
705-894-2000

631 Front St. Box 670  
**Hearst P0L 1N0**  
 705-362-4346

6 Government Rd.  
**Kapuskasing P5N 2W4**  
 705-335-6191

Box 129  
**Swastika P0K 1T0**  
 705-642-3222  
 (Kirkland Lake District)

*Resident Geologist*  
 4 Government Rd. E.  
**Kirkland Lake P2N 1A2**  
 705-567-5242

Box 190  
**Moosonee P0L 1Y0**  
 705-336-2987

896 Riverside Dr.  
**Timmins P4N 3W2**  
 705-267-7951

## Year Round Work Centres

*Regional Service Centre*  
 R. R. 2  
**Timmins P4N 7C3**  
 705-268-2600

*Elk Lake Sub-Office*  
 P. O. Box 100  
**Elk Lake P0K 1J0**  
 705-678-2241

*Englehart Sub-Office*  
 P. O. Box 520  
**Englehart P0J 1H0**  
 705-544-2331

*Hornepayne*  
 P. O. Box 429  
**Hornepayne P0M 1Z0**  
 807-868-2303  
 (Hearst District)

*Matheson Sub-Office*  
 P. O. Box 609  
**Matheson P0K 1N0**  
 705-273-2546  
 (Kirkland Lake District)

## Fish Culture Station

*Hills Lake*  
 R. R. 2  
**Englehart P0J 1H0**  
 705-544-2834  
 (Kirkland Lake District)

## Nurseries

*Chapleau Nursery*  
 34 Birch St., P. O. Box 450  
**Chapleau P0M 1K0**  
 705-864-1717

*Gogama Nursery*  
**Gogama P0M 1W0**  
 705-894-2000

*Swastika Nursery*  
 P. O. Box 129  
**Swastika P0K 1T0**  
 705-567-3372

## NORTHWESTERN REGION

*Regional Office*  
 810 Robertson St.  
 Box 5160  
**Kenora P9N 3X9**  
 807-468-3111

## District Offices

Box 730  
**Dryden P8N 2Z4**  
 807-223-3341

922 Scott St.  
**Fort Frances P9A 1J4**  
 807-274-5337

Box 448  
**Ignace P0T 1T0**  
807-934-2233

Box 5080  
**Kenora P9N 3X9**  
807-468-9841

Box 5003  
**Red Lake P0V 2M0**  
807-727-2253

*Resident Geologist*  
Box 860  
**Red Lake P0V 2M0**  
807-727-2252

*Mining Recorder*  
P. O. Box 324  
**Red Lake P0V 2M0**  
807-727-2250

Box 309  
**Sioux Lookout P0V 2T0**  
807-737-1140

*Resident Geologist*  
Box 1089  
**Sioux Lookout P0V 2T0**  
807-737-1291

*Mining Recorder*  
P. O. Box 669  
**Sioux Lookout P0V 2T0**  
807-737-2100

#### Year Round Work Centres

*Fort Frances Sub-Office*  
P. O. Box 7  
**Rainy River P0W 1L0**  
807-852-3801  
(Fort Frances District)

*Pickle Lake Satellite Base*  
**Pickle Lake P0V 3A0**  
807-928-2470  
(Sioux Lookout District)

*Fire Management Centre*  
P. O. Box 850  
**Dryden P8N 2Z5**  
807-937-4489

*Sioux Lookout Fire Centre*  
Box 309  
**Sioux Lookout P0V 2T0**  
807-737-1140

#### Fisheries Assessment Unit

*Lake of the Woods*  
808 Robertson St.  
P. O. Box 5080  
**Kenora P9N 3X9**  
807-468-9841

#### Nursery

*Wabigoon Nursery*  
P. O. Box 90  
**Wabigoon P0V 2W0**  
807-938-6326

#### AVIATION AND FIRE MANAGEMENT CENTRE

MNR 37

747 Queen St. E., P. O. Box 310  
Sault Ste. Marie P6A 5L8  
705-942-1800

The Centre coordinates the operation and maintenance of the provincial fleet of aircraft for forest fire suppression, resources management, aerial surveys, aerial photography, mercy flights, search and rescue missions, and transportation. It organizes fire management planning. In company with the regions, it coordinates provincial fire management operations, research and development of forest fire equipment and systems, forest fire fighter training, and a provincial fire prevention program. It establishes interprovincial and international agreements and cooperates with municipalities, railway and forest industries on forest fire prevention and control. The Centre manages a provincial

**telecommunications** network consisting of radio systems serving all of the major ministry programs including forest fire control and aircraft communications. It organizes research and development of telecommunications equipment and systems. Each regional office has an aviation and fire management program manager working in conjunction with this office. The centre has a flight operations office in Malton (P. O. Box 189, Mississauga L4T 3B6, 416-678-1173).

## ASSISTANT DEPUTY MINISTER - SOUTHERN ONTARIO

### FIELD ORGANIZATION

MNR 38

Maple L0J 1E0  
416-832-7193  
(When in Toronto: Rm. 6346, Whitney Block  
416-965-7783)

The four southern regional directors report to the Assistant Deputy Minister of Southern Ontario. Each regional office is listed below, followed by the district offices, year round work centres, **fisheries** assessment units and **nurseries** reporting to it. The Petroleum Resources Program, described in a separate entry, is administered by the Southwestern Regional Office. Residents outside an office's local calling area are advised to consult the blue pages of their public telephone directory for the toll-free telephone number.

### ALGONQUIN REGION

*Regional Office*  
Brendale Square, Box 9000  
**Huntsville P0A 1K0**  
705-789-9611  
  
*Leslie M. Frost*  
*Natural Resources Centre*  
**Dorset P0A 1E0**  
705-766-2451  
  
*Construction Depot Huntsville*  
Box 1119  
**Huntsville P0A 1K0**  
705-789-9611

### District Offices

Box 219  
**Whitney K0J 2M0**  
705-637-2780  
(Algonquin Park District)  
  
Box 500  
**Bancroft K0L 1C0**  
613-332-3940  
(Bancroft District)

Box 1138  
**Bracebridge P0B 1C0**  
705-645-8747  
(Bracebridge District)

General Delivery  
**Minden K0M 2K0**  
705-286-1521  
(Minden District)

4 Miller St.  
**Parry Sound P2A 1S8**  
705-746-4201  
(Parry Sound District)

Riverside Dr., Box 220  
**Pembroke K8A 6X4**  
613-732-3661  
(Pembroke District)

### Year Round Work Centres

*Algonquin Park Museum*  
Box 219  
**Whitney K0J 2M0**  
705-633-5592  
(Algonquin Park District)

*Dacre*

**Dacre K0J 1N0**

613-649-2418

(Pembroke District)

*Palmer Rapids*

**Palmer Rapids K0J 2E0**

613-758-2020

(Pembroke District)

*Parry Sound*

7 Bay St.

**Parry Sound P2A 1S4**

705-746-4201

(Parry Sound District)

*Portage Lake*

Site 5, Box 4, R. R. 1

**Britt P0G 1A0**

705-383-2369

(Parry Sound District)

*Round Lake*

R. R. 5

**Killaloe K0J 2A0**

613-757-2507

(Pembroke District)

*Stonecliffe*

**Stonecliffe K0J 2K0**

613-586-2253

(Pembroke District)

**Fisheries Assessment Units**

*Algonquin*

P. O. Box 219

**Whitney K0J 2M0**

705-637-2780

(Algonquin Park District)

*Haliburton-Hastings*

Box 500

**Bancroft K0L 1C0**

613-332-3940

**Fish Culture Stations**

*Pembroke*

Laurentian Dr.

**Petawawa K8H 2Z1**

613-687-5935

(Pembroke District)

*Skeleton Lake*

R. R. 1

**Utterson P0B 1M0**

705-769-3731

(Bracebridge District)

**CENTRAL REGION**

*Regional Office*

10670 Yonge St.

**Richmond Hill L4C 3C9**

416-884-9203

**District Offices**

Box 2186, Beaverdale Rd.

**Cambridge N3C 2W1**

519-658-9355

(Cambridge District)

**Midhurst L0L 1X0**

705-728-2900

(Huron District)

Ontario Government Bldg.

322 Kent St. W.

**Lindsay K9V 4T7**

705-324-6121

(Lindsay District)

10401 Dufferin St.

**Maple L0J 1E0**

416-832-2761

(Maple District)

Hwy 20 W., Box 1070

**Fonthill L0S 1E0**

416-892-2656

(Niagara District)

## Year Round Work Centres

### *Copeland Forest Resource Management Unit*

c/o Springwater Provincial Park

**Midhurst L0L 1X0**

705-728-7393

(Huron District)

### *Ganaraska Forest*

R. R. 1

**Campbellcroft L0A 1B0**

416-797-2959

(Lindsay District)

### *Northumberland Forest*

R. R. 4

**Roseneath K0K 2X0**

416-349-2779

(Lindsay District)

### *Springwater Provincial Park*

**Midhurst L0L 1X0**

705-728-7393

(Huron District)

(Day use Facilities)

### *Tiny/Wye Marsh*

Wildlife Areas, Box 613

**Midland L4R 4L3**

705-526-6958

(Huron District)

### *Wildlife Compound*

**Midhurst L0L 1X0**

705-728-7393

(Huron District)

### *Wasaga Beach Provincial Park*

P. O. Box 183

**Wasaga Beach L0L 2P0**

705-429-2516

(Huron District)

(Day use Facilities)

### *York Regional Forest Headquarters*

R. R. 3

**Stouffville L0H 1L0**

416-473-2160

(Maple District)

### *Bass Lake Provincial Park*

P. O. Box 2178

**Orillia L3V 6S1**

705-326-7054

(Huron District)

(Camping & day use

Seasonal Conservation Officer

Headquarters year round)

### *Earl Rowe Provincial Park*

Box 966

**Alliston L0M 1A0**

705-435-4331

(Huron District)

(Camping & day use

Seasonal Conservation Officer

Headquarters year round)

### *Bronte Creek Provincial Park*

1219 Burloak Dr., R. R. 2

**Burlington L7R 3X5**

416-335-0023

(Cambridge District)

(Day use facilities)

## Fisheries Assessment Units

### *Kawartha*

322 Kent St. W.

**Lindsay K9V 2Z9**

705-324-6121

(Lindsay District)

### *Lake Ontario*

10670 Yonge St.

**Richmond Hill L4C 3C9**

416-883-3232

### *Lake Simcoe*

Sibbald's Point Provincial Park

R. R. 2

**Sutton West L0E 1R0**

416-722-5512

(Maple District)

**Fish Culture Station**

*Harwood*  
Box 79  
**Harwood K0K 2H0**  
416-342-2860  
(Lindsay District)

*Deer Lake*  
R. R. 1  
**Havelock K0L 1Z0**  
705-778-3391  
(Lindsay District)

*Ringwood*  
R. R. 2  
**Stouffville L4A 7X3**  
416-640-6204  
(Maple District)

**Nurseries**

*Midhurst Nursery*  
**Midhurst L0L 1X0**  
705-728-2900

*Orono Nursery*  
P. O. Box 119  
**Orono L0B 1M0**  
416-983-9147

*Ontario Tree Seed Plant*  
P. O. Box 70  
**Angus L0M 1B0**  
705-424-5311

**EASTERN REGION**

*Regional Office*  
Provincial Government Bldg.  
Concession Rd.  
**Kemptville K0G 1J0**  
613-258-8215

**District Offices**

P. O. Box 605  
Oxford Avenue  
**Brockville K6V 5V8**  
613-342-8524  
(Brockville District)

113 Amelia St., Box 1749  
**Cornwall K6H 5V7**  
613-933-1774  
(Cornwall District)

10 Findlay Ave.  
**Carleton Place K7C 3Z6**  
613-257-5735  
(Carleton Place District)

1 Richmond Blvd.  
**Napanee K7R 3S3**  
613-354-2173  
(Napanee District)

Metcalf St.  
**Tweed K0K 3J0**  
613-478-2330  
(Tweed District)

**Year Round Work Centres**

*Glenora Research Station*  
R. R. 4  
**Picton K0K 2T0**  
613-476-2400  
(Napanee District)

*Larose Forest Headquarters*  
P. O. Box 10  
**Bourget K0A 1E0**  
613-487-2100  
(Cornwall District)

*Limerick Forest Headquarters*  
R. R. 2  
**Oxford Station K0G 1T0**  
613-258-3151  
(Brockville District)

*Tweed Warehouse and Fire Complex*  
Hungerford Rd.  
**Tweed K0K 3J0**  
613-478-2330  
(Tweed District)

*White Lake*  
R. R. 2  
**Sharbot Lake K0H 2P0**  
613-335-2115  
(Tweed District)

#### Fish Culture Stations

R. R. 2  
**Codrington K0K 1R0**  
613-475-2512  
(Napane District)

#### Nurseries

*G. Howard Ferguson*  
R. R. 4  
**Kemptville K0G 1J0**  
613-238-7326 (Ottawa line)  
613-258-8355

#### SOUTHWESTERN REGION

*Regional Office*  
659 Exeter Rd., P. O. Box 5463  
**London N6A 4L6**  
519-681-5350

#### District Offices

353 Talbot St. W., Box 940  
**Aylmer N5H 2S8**  
519-773-9241  
(Aylmer District)

Kent County Municipal Bldg.  
435 Grand Ave. W., Box 1168  
**Chatham N7M 5L8**  
519-354-7340  
(Chatham District)

611-9th Ave. E.  
**Owen Sound N4K 3E4**  
519-376-3860  
(Owen Sound District)

548 Queensway W.  
P. O. Box 706  
**Simcoe N3Y 4T2**  
519-426-7650  
(Simcoe District)

R. R. 5  
**Wingham N0G 2W0**  
519-357-3131  
(Wingham District)

#### Year Round Work Centres

*Fisheries Research Station*  
R. R. 2  
**Wheatley N0P 2P0**  
519-825-4171  
(Chatham District)

*Hullett Wildlife Management Area*  
R. R. 4  
**Clinton N0M 1L0**  
519-482-7011  
(Wingham District)

*Kilworth Division Office*  
R. R. 3  
**London N6A 4B7**  
519-472-0820  
(Aylmer District)

*Lake Erie Assessment  
Sub Station*  
Box 429  
**Port Dover N0A 1N0**  
519-583-0981  
(Simcoe District)

*Petroleum Resources Laboratory*  
458 Central Ave.  
**London N6B 2E5**  
519-433-8431

*Petrolia Detachment Office*  
4229 Petrolia St., P. O. Box 1379  
**Petrolia N0N 1R0**  
519-882-0502  
(Chatham District)

*Wheatley Law Enforcement*  
R. R. 2  
**Wheatley N0P 2P0**  
519-825-7120

#### **Fish Culture Stations**

*Chatsworth*  
R. R. 2  
**Chatsworth N0H 1G0**  
519-794-2340  
(Owen Sound District)

*Normandale*  
R. R. 1  
**Vittoria N0E 1W0**  
519-426-3142  
(Simcoe District)

#### **Fisheries Assessment Units**

*Lake Erie*  
R. R. 2  
**Wheatley NOP 2P0**  
519-825-4623  
(Chatham District)

*Lake Huron*  
611 Ninth Ave. E.  
**Owen Sound N4K 3E4**  
519-376-6531  
(Owen Sound District)

*Lake St. Clair*  
R. R. 2  
**Tilbury N0P 2L0**  
519-682-1152  
(Chatham District)

#### **Nurseries**

*St. Williams Nursery*  
R. R. 1  
**St. Williams N0E 1P0**  
519-586-3576

#### **PETROLEUM RESOURCES PROGRAM**

659 Exeter Rd., Box 5463  
London N6A 4L6  
519-661-2766

MNR 39

**Petroleum Resources Act** is administered by the Ministry of Natural Resources, South-western Regional Office. This office regulates exploration, **drilling** and production of **oil** and **natural gas** on land and offshore in the **Great Lakes**. **Permits** to drill **petroleum wells** and **licences** to operate drilling rigs, lease oil and gas rights and conduct exploration **surveys** are issued. Engineering and geological data on petroleum wells and pools are available on a computerized petroleum well data system. **Maps** showing petroleum well locations and status are provided. Inquiries regarding unsafe or uncontrolled flowing wells and brine spills are investigated. Historical records of geophysical logs and samples of petroleum wells previously drilled in Ontario are available to the public at the Petroleum Resources Section, 458 Central Ave., London (519-661-2796). Inquiries regarding specific wells may be directed to Petroleum Resources Inspectors at the Simcoe and Chatham district offices, see Ministry of Natural Resources Field Organization, Southern Ontario.

#### **AGENCIES**

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed,

contact this Ministry's Financial Resources Branch. Conservation authorities are listed under the Conservation Authorities and Water Management Branch entry.

#### ALGONQUIN FORESTRY AUTHORITY

MNR 40

222 Main St. W.  
P.O. Box 1198  
Huntsville P0A 1K0  
705-789-9647

Algonquin Forestry Authority in Huntsville, Ontario is a Crown corporation responsible for forest management in Algonquin Provincial Park, including harvesting and supplying logs to designated mills. It operates under a volume agreement with the Ministry of Natural Resources. The Authority has an office in Pembroke:

##### *Area Supervisor*

84-6 Isabella St., Box 786  
**Pembroke, K8A 5S5**  
613-735-0173

#### CANADA-ONTARIO RIDEAU, TRENT-SEVERN

MNR 41

##### SECRETARIAT

10401 Dufferin St.  
Maple L0J 1E0

The Secretariat coordinates implementation of the 'CORTS Policies', a document of 48 policies approved by federal and provincial governments. The Policies are the result of a federal and provincial agreement signed in 1975 by Parks Canada and the Ministry of Natural Resources. The agreement provided for the coordinated development of the recreational **land** and **water** corridor centered on the Rideau, Trent and Severn canals and stretching from Georgian Bay to Ottawa.

#### MINING AND LANDS COMMISSIONER

MNR 42

Box 330, 24th Flr.  
700 Bay St.  
Toronto M5G 1Z6  
416-965-1824

The Mining and Lands Commissioner exercises administrative and judicial duties under the **Mining Act**, the **Beach Protection Act** and duties of the Minister of Natural Resources assigned by regulation. Examples of such jurisdiction are extension orders, the granting of relief from forfeiture, disputes, hearing of appeals, **easements** and vesting orders. Application forms and supporting abstracts for applications for extension orders and **licence** renewals may be obtained from one of the nine mining recorders, listed under Ministry of Northern Development and Mines. Other applications should be made through the Mining and Lands Commissioner, at the above address. Notices of appeal under the Mining Act are required by that Act to be filed with the mining recorder. Where practicable, hearings are arranged in local court houses.

#### ACTS

#### ACTS

MNR 43

The following is a list of Acts administered by the Ministry of Natural Resources. For

information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal services branch or information/communications branch.

Algonquin Forestry Authority Act  
 Algonquin Provincial Park Extension Act, 1960-61  
 An Act to Confirm the Title of the Government of Canada to  
 Certain Lands and Indian Lands, 1915  
 An Act for the Settlement of Certain Questions Between  
 the Governments of Canada and Ontario  
 Respecting Indian Reserve Lands, 1891  
 Beach Protection Act  
 Beds of Navigable Waters Act  
 Canada Company's Lands Act, 1922  
 Conservation Authorities Act  
 Crown Timber Act  
 Endangered Species Act  
 Fish Inspection Act  
 Fisheries Act (Canada-Ontario Fishery Regulations)  
 Fisheries Loans Act  
 Forest Fires Prevention Act  
 Forest Tree Pest Control Act  
 Forestry Act  
 Freshwater Fish Marketing Act (Ontario)  
 Game and Fish Act  
 Gananoque Lands Act, 1961-62  
 Gas and Oil Leases Act  
 Indian Lands Act 1924  
 Industrial and Mining Lands Compensation Act  
 Lac Seul Conservation Act, 1928  
 Lake of the Woods Control Board Act, 1922  
 Lakes and Rivers Improvement Act  
 Manitoba-Ontario Lake St. Joseph Diversion  
 Agreement Authorization Act, 1958  
 Migratory Birds Convention Act (Canada) - Ontario Regulations  
 Mineral Emblem Act  
 Ministry of Natural Resources Act  
 National Radio Observatory Act, 1962-63  
 North Georgian Bay Recreational Reserve Act, 1962-63  
 Ontario Geographic Names Board Act  
 Ontario Harbours Agreement Act, 1962-63  
 Ottawa River Water Powers Act, 1943  
 Parks Assistance Act  
 Petroleum Resources Act  
 Pits and Quarries Control Act  
 Provincial Parks Act  
 Public Lands Act  
 Seine River Diversion Act, 1952  
 Settlers' Pulpwood Protection Act  
 Spruce Pulpwood Exportation Act  
 Steep Rock Iron Ore Development Act, 1949

Surveyors Act  
Surveys Act  
Trees Act  
Wild Rice Harvesting Act  
Wilderness Areas Act  
Woodlands Improvement Act  
Woodmen's Employment Act  
Woodmen's Lien for Wages Act

## **MINISTRY OF NORTHERN DEVELOPMENT AND MINES**

10 Wellesley St. E.

Toronto M4Y 1G2

The Ministry of Northern Development and Mines was established in November, 1985 from the former Ministry of Northern Affairs and the Division of Mines and Minerals (except aggregates) which was transferred from the Ministry of Natural Resources.

The Ministry's primary mandate is two-fold: first, to stimulate the economic and social development of Northern Ontario and to coordinate the policies and programs of other provincial ministries to ensure that the special needs of northerners are addressed by the government, and second, to encourage and regulate the development and utilization of the province's mineral resources.

The Mines and Minerals Division comprises the Ontario Geological Survey (OGS), the Mineral Development and Lands Branch (MDLB) and the Ontario Mineral Exploration Program Office (OMEP). Regional mineral resource managers, 17 resident geologists and 9 mining recorders provide consulting services to government and the private sector regarding the geology and mineral deposits of the province and acquisition of mineral rights. The Ministry also manages seven Drill Core Libraries for the storage and retrieval of representative sections of mineral exploration core samples.

A network of 30 Northern Affairs Officers, located in communities throughout Northern Ontario, provides a central source of information and assistance for individuals dealing with provincial government ministries and ensures that the Ministry of Northern Development and Mines is made aware of local concerns and community needs.

### **CORPORATE SERVICES DIVISION**

#### **COMMUNICATIONS SERVICES BRANCH**

NDM 1

56 Wellesley St. W.

Toronto M5S 2S3

416-965-7577

The Communications Services Branch informs the public, client groups and the news media about the ministry's activities. It establishes communications policy for the ministry, advises other branches on communications problems and provides support to the Minister and the Deputy Minister. Its activities include media liaison, answering public inquiries, advertising, producing and distributing publications, news releases and audio-visual materials. The branch is also responsible for such major undertakings as **Ontario North Now** at Ontario Place, and ministry participation in the Sportsmen and Ski shows held in Toronto each year. Information officers are also located in Sudbury, Thunder Bay and Kenora.

The **Coordinator of Interministerial and Customer Services** establishes and maintains contact with the central offices of other ministries, departments and agencies and responds to requests submitted by the field offices.

#### **FINANCIAL SERVICES BRANCH**

NDM 2

10 Wellesley St. E., 8th Flr.

Toronto M4Y 1G2

416-965-1417

The Branch provides financial management services for the ministry by developing

expenditure plans and preparing annual estimates for the ministry's programs and administrative budgets. It provides in-year financial control by monitoring project approvals and expenditures against approved budgets of the various programs and activities; approves and initiates payment requisitions and coordinates the provision of financial and general **accounting** services for the ministry.

#### HUMAN RESOURCES BRANCH

NDM 3

56 Wellesley St. W.  
Toronto M5S 2S3  
416-963-3092

The Human Resources Branch performs **personnel** functions for the Ministry in the areas of staff relations, classification, pay administration, **employee** benefits, staffing, health and safety, **employment equity** youth employment, training and development and employee counselling.

#### INFORMATION TECHNOLOGY AND OFFICE SERVICES BRANCH

NDM 4

10 Wellesley St. E., 8th Flr.  
Toronto M4Y 1G2  
416-965-1417

The Branch is responsible for administrative support services such as accommodation, word processing, **records management** and office services.

It also operates a **library** dealing specifically with Northern Ontario. The library operates the **Ministry reading room** in accordance with the government freedom of information policy, which gives public access to ministry publications, statutes and some manuals and internal procedures.

The Information Technology Section coordinates, complements and provides consultation for the introduction and cost effective use of **computer technology** throughout the Ministry.

#### CORPORATE POLICY AND PLANNING SECRETARIAT

NDM 5

10 Wellesley St. E., 9th Flr.  
Toronto M4Y 1G2  
416-965-1669

The Secretariat provides policy advice to the Minister and Deputy Minister and coordinates and supports the policy development and corporate planning processes of the Ministry. It initiates the strategic program and operational planning processes and maintains liaison between the field staff, the Ministry, other levels of Government, and the public.

#### AUDIT SERVICES

NDM 6

10 Wellesley St. E., 8th Flr.  
Toronto M4Y 1G2  
416-965-1417

Audit Services is responsible for internal audit functions, which include review and appraisal of the Ministry management control systems, and ascertains compliance with Ministry and Government policies and procedures.

LEGAL SERVICES

NDM 7

10 Wellesley St. E.,  
Toronto M4Y 1G2  
416-965-3707

This office provides legal services for the Ministry of Northern Development and Mines and is responsible to the Ministry of the Attorney General.

RELOCATION UNIT

NDM 8

56 Wellesley St. W.  
Toronto M5S 2S3  
416-963-3028

The Premier announced on July 30, 1986 the relocation of the Ministry of Northern Development and Mines to Sudbury.

The Relocation Unit is responsible for planning and implementation of all aspects of the project, including coordination of construction for new facilities, staff information and **counselling** and the actual physical move of staff and offices.

The Relocation Project Committee approves policies and programs and maintains effective communication between the **Northern Ontario** Relocation Program Coordinating Committee, the Deputy Minister's Steering Committee and the Ministry.

**NORTHERN DEVELOPMENT DIVISION**

NORTHERN DEVELOPMENT POLICY AND  
PLANNING BRANCH

NDM 9

56 Wellesley St. W.  
Toronto M5S 2S3  
416-965-7665

The Branch provides a policy and program development, evaluation and advisory service to the Northern Development Division. It also manages the Division's planning processes, develops and maintains its information system and provides in-depth analysis and advice on regional and community economic and social development opportunities, issues and concerns.

REGIONAL AND COMMUNITY DEVELOPMENT  
BRANCH

NDM 10

Regional and Community Development offices are located in Sault Ste. Marie, Sudbury, Thunder Bay and Kenora (addresses listed below). These branches work with northern communities and other ministries in planning development strategies to improve conditions and respond to local and regional needs throughout **Northern Ontario**. Operationally, the Branch has two main areas of interest: Northern **economic** development, and Northern community services and development.

Regional economic development is stimulated through research, strengthening of industrial activity, promotion of tourism and expansion of agriculture. Funds are also made available to encourage resource development. Scientific studies, experimental hydro-electric and solar heating projects and alternative or novel energy recovery programs are undertaken.

Community activities include **financial assistance** for construction of water mains and

sewage systems and development of industrial parks. Special assistance has been provided for communities undergoing severe economic dislocation or unusually rapid growth. Through the Regional and Community Development Branches, the ministry also implements the **Northern Community Economic Development Program**, providing financial assistance for studies and seminars, publication of promotional materials, and professional staff support for the investigation of new local economic development opportunities.

The ministry contributes funds for a range of social and medical services such as medical and dental clinics, **bursaries** for medical and dental students, **audiologists** and **speech pathologists**, and capital support for a recently instituted air **ambulance** service. The branches also participate in the delivery of the **Extended Care Capital Assistance Program (EldCap)** and the **Educational Capital Assistance Program (EduCap)** to ensure equal access to provincial government programs throughout Northern Ontario.

The Ministry of Northern Development and Mines takes a keen interest in improving the quality of life and, therefore, promotes the arts and undertakes cultural initiatives as opportunities arise. The ministry is also encouraging the expansion of television services for residents of the North.

*Northeastern Regional Office*

421 Bay St., Ste. 301

**Sault Ste. Marie P6A 1X3**

705-942-0100

*Northeastern Area Office*

199 Larch St., 4th Flr.

**Sudbury P3E 5P9**

705-675-4441

*Northwestern Regional Office*

435 James St. S.

P. O. Box 5000

**Thunder Bay P7E 6E3**

807-475-1585

*Northwestern Area Office*

12 Main St. S.

**Kenora P9N 1S7**

807-468-3135

## COMMUNITY RELATIONS BRANCH

NDM 11

The Ministry of Northern Development and Mines has two Community Relations Branches headquartered in Sudbury and Kenora. They administer a network of 30 'store-front' offices, each staffed by an officer and clerical assistant, located in communities throughout Northern Ontario. The Northern Affairs Officers, who make regular visitations to approximately 40 satellite communities, act as contact points for government and attempt to solve problems for people removed from service points. In many cases, the Officer's task is to function as a coordinator; in others, it is to point the client to the appropriate government contact. Responsibilities include serving as an official agent for other ministries' programs and as the central reference point for federal, provincial and municipal departments, ministries, or agencies.

The ministry operates an extensive telex network to speed the flow of information, particularly from local offices to regional offices and Toronto, and vice versa. In Toronto, a Coordinator of Interministerial and Customer Services establishes and maintains contact with the central offices of other ministries, departments and agencies. The Coordinator is attached to the Communications Services Branch of the Ministry.

Northern Affairs Officers assist unincorporated communities (communities with no municipal government under the Municipal Act), which are unique to Northern Ontario, in establishing **Local Services Boards**. These Boards are legally constituted bodies of

members elected to act on behalf of the residents to ensure provision of basic services such as water supply, fire protection, sewage disposal, street lighting, garbage collection and recreational programs. Establishment of a Local Services Board is optional, as are the services it may choose to offer. Communities which raise half the budgeted costs are eligible for operation **subsidies** from the ministry.

Northern Affairs Officers are also involved with implementation and administration of the ministry's **Unincorporated Communities Fire Protection Program (UCFP)**. This program assists unincorporated communities in providing a basic level of **fire** protection. The Community Relations Branches offer minor capital assistance to establish basic services in unincorporated communities through the **Unincorporated Capital Assistance Program (UCAP)**.

The **TVOntario** extension program, which supplies rebroadcasting transmitters and antennas to small communities to enable them to receive the TVO signal off air, is also the responsibility of the Community Relations Branch.

Northern Affairs Officers are frequently requested to collect data to facilitate the planning process of the ministry.

The nearest Northern Affairs office can be reached from outlying communities without charge throughout Northern Ontario by dialing the operator and asking for Zenith 33160. Community Relations Branch Offices are as follows:

#### **NORTHEASTERN ONTARIO**

*Community Relations Branch*  
199 Larch St., 4th Flr.  
**Sudbury P3E 5P9**  
705-675-4441

161 Sixth Ave.  
P. O. Box 668  
**Cochrane P0L 1C0**  
705-272-4274

10 Brunswick Walk  
**Elliot Lake P5A 2A8**  
705-848-7133

#### **NORTHWESTERN ONTARIO**

*Community Relations Branch*  
12 Main St. S.  
**Kenora P9N 1S7**  
807-468-3135

Espanola Mall  
Highway 6 South  
P. O. Box 1718  
**Espanola P0P 1C0**  
705-869-1532

#### **NORTHERN AFFAIRS OFFICERS NORTHEASTERN ONTARIO**

13 Lawton St.  
**Blind River P0R 1B0**  
705-356-2226

904 George St.  
P. O. Box 1688  
**Hearst P0L 1N0**  
705-362-4358

31 Birch St. E.  
**Chapleau P0M 1K0**  
705-864-1515

253 Ambridge Drive 'A'  
P. O. Box 460  
**Iroquois Falls P0K 1G0**  
705-232-4001

Model City Mall  
**Kapuskasing P5N 2E9**  
705-335-6008

32A Prospect Ave.  
P. O. Box 635  
**Kirkland Lake P2N 3K1**  
705-567-3291

King & Young Sts.  
P. O. Box 128  
**Mindemoya P0P 1S0**  
705-377-5396

Main St.  
P. O. Box 307  
**Moosonee P0L 1Y0**  
705-336-2991  
(Cree language spoken)

310 Whitewood Ave.  
P. O. Box 68  
**New Liskeard P0J 1P0**  
705-647-7391

267 Main St. W.  
**North Bay P1B 2T8**  
705-472-3911

70 Church St.  
**Parry Sound P2A 1Y9**  
705-746-4296

444 Queen St. E.  
**Sault Ste. Marie P6A 1Z7**  
705-254-6623

191 Main St.  
P. O. Box 1930  
**Sturgeon Falls P0H 2G0**  
705-753-2900

199 Larch St., 1st Flr.  
**Sudbury P3E 5P9**  
705-675-4451

83 Wilson Ave.  
**Timmins P4N 2S8**  
705-267-1401

27 Gold St.  
**Wawa P0S 1K0**  
705-856-2354

## NORTHWESTERN ONTARIO

123 Marks St.  
P. O. Box 940  
**Atikokan P0T 1C0**  
807-597-2701

34A King St.  
**Dryden P8N 1B3**  
807-223-5231

529 Mowat Ave.  
**Fort Frances P9A 1Z1**  
807-274-5329

305 Main St.  
P. O. Box 69  
**Geraldton P0T 1M0**  
807-854-0266

100 Main St.  
P. O. Box 196  
**Ignace P0T 1T0**  
807-934-2260

12 Main St. S.  
P. O. Box 5050  
**Kenora P9N 3X9**  
807-468-5548

Peninsula Bldg.  
P. O. Box 280  
**Marathon P0T 2E0**  
807-229-1153

66 Front St.  
**Nipigon P0T 2J0**  
807-887-3230  
(Tues/Wed/Thurs only)

408 Atwood Ave.  
P. O. Box 430  
**Rainy River P0W 1L0**  
807-852-3287

242 Howey St.  
P. O. Box 950  
**Red Lake P0V 2M0**  
807-727-2870

42 King St.  
P. O. Box 147  
Sioux Lookout P0V 2T0  
807-737-1318

428 E. Victoria Ave.  
Thunder Bay P7C 1A5  
807-475-1425

## NORTHERN TRANSPORTATION DIVISION

### NORTHERN TRANSPORTATION DIVISION

NDM 12

10 Wellesley St. E., 9th Flr.  
Toronto M4Y 1G2  
416-965-1669

The Northern Transportation programs address the passenger, freight and resource access needs of Northern Ontario. The programs provide policy direction and funding for a range of transportation modes and services within the context of Ontario's overall transportation policies.

The **Northern Roads Program** establishes the priorities and provides capital funding to Ministry of Transportation and Communications for the ongoing rehabilitation and selective expansion and improvement of the 9,800 km Northern Highway system. The **Northern Priority Roads Program** funds the construction of new roads to facilitate economic development. **Northern Ontario Resources Transportation Committee (NORTC)** assists the private sector in providing access for resource-based enterprises and develops Ontario's winter road and trail program to access remote Northern Indian settlements. The **Resource Access Roads Program** provides capital funding to the Ministry of Natural Resources to construct forest access roads. The **Remote Airport Program** sets priorities and provides full funding to the Ministry of Transportation and Communications for capital construction of airports in communities north of the 51 degree latitude. The **Community Airport Program** provides capital funding to assist northern communities.

## MINES AND MINERALS DIVISION

### MINERAL DEVELOPMENT AND LANDS BRANCH

NDM 13

10 Wellesley St. E., 1st Flr.  
Toronto M4Y 1G2  
416-965-1559

The Mineral Development and Lands Branch develops and administers **mineral** resources policies. It maintains **statistics** on mineral economics (965-1016); determines availability of resources such as **metals**, industrial minerals and non-metals; and issues precious metals **refinery licences**. The branch administers Section 104 of the **Mining Act**. Contact district offices listed under this Ministry's Field Organization entries.

The OMEP office administers the **Ontario Mineral Exploration Program Act (OMEP)** (965-1062). OMEP provides incentives to encourage mineral exploration activities by providing **grants** equal to 25 per cent of eligible exploration expenses.

## MINING AND LANDS COMMISSIONER

NDM 14

Box 330  
700 Bay St., 24th Flr.  
Toronto M5G 1Z6  
416-965-1824

The Commissioner exercises administrative and judicial duties under various Acts, including the **Mining Act**. Examples of such jurisdiction are extension orders, the granting of relief from forfeiture, disputes, hearing of appeals and vesting orders. Application forms and supporting abstracts for applications for extension orders and **licence** renewals may be obtained from the ministry's nine mining recorders, listed under Mining Lands Section, Ministry of Northern Development and Mines. Other applications should be made through the Mining and Lands Commissioner, at the above address. The Mining Act requires that notices of appeal be filed with the mining recorder. Where possible, hearings are arranged in local court houses.

## MINING LANDS SECTION

NDM 15

Whitney Block, Rm. 6610  
99 Wellesley St. W.  
Queen's Park, Toronto M7A 1W3  
416-965-1380

Mining Lands Section develops methods and standards for management and protection of crown lands for **mining** purposes, e.g., claim staking, **Exploratory Licences of Occupation**, assessment work, leases, and the approval of all geotechnical **surveys** performed in the Province for which assessment work credits are requested.

The Province is separated into nine mining divisions. The Mining Recorders, who are in charge of the divisions, administer the **Mining Act** which involves staking and recording mining claims and performing assessment work.

The Mining Recorders are located at the mining division offices listed below:

808 Robertson St.  
Box 5050  
**Kenora P9N 3X9**  
807-468-9841  
(Kenora Mining Division)

875 Queens St. E.  
Box 669  
**Sault Ste. Marie P6A 5N2**  
705-949-1231  
(Sault Ste. Marie Mining Division)

4 Government Rd. E.  
**Kirkland Lake P2N 1A2**  
705-567-9242  
(Larder Lake Mining Division)

P.O. Box 3000, Court House Bldg.  
**Sioux Lookout P0V 2T0**  
807-737-2034  
(Patricia Mining Division)

Ontario Government Bldg.  
Box 324  
**Red Lake P0V 2M0**  
807-727-3284  
(Red Lake Mining Division)

199 Larch St., 10th Flr.  
**Sudbury P3E 5P9**  
705-675-4120  
(Sudbury Mining Division)

435 James St. S.  
P.O. Box 5000  
**Thunder bay P7C 5G6**  
807-475-1311  
(Thunder Bay Mining Division)

Whitney Block, Rm. 2548  
99 Wellesley St. W.  
**Toronto M7A 1W3**  
416-9655-1322  
(Southern Ontario Mining Division)

60 Wilson Ave.  
**Timmins P4N 2S7**  
705-267-1401  
(Porcupine Mining Division)

**ONTARIO GEOLOGICAL SURVEY**  
77 Grenville St., 11th Flr.  
Toronto M5S 1B3  
416-965-0190

NDM 16

Ontario Geological Survey provides information on the **geology** and **mineral** resources of Ontario to encourage mineral resource exploration, provide a basis for **land-use planning**, and aid in the development of non-renewable resource policies. Activities include geological, geophysical, and geochemical **surveys**; mineral deposit studies; geochronology studies; development of new exploration techniques; presentation of classes and lectures on minerals and **rocks**. The Geoscience Laboratories (965-1337) provide identification, chemical analyses and assays of mineral, rock and ore samples. The branch administers the **Geoscience Research Grants Program** (965-1546) to aid applied geoscience **research** at Ontario universities.

The Mines Library (965-1352) serves ministry staff, the **mining** industry, and the general public (by special arrangement) but offers reference service only. The **library** contains publications on geology, mining and mineral resources. Its holdings include reports and maps for Precambrian regions of the world, reports of the Ontario Department of Mines from 1891, the Geological Survey of Canada from 1845, other provincial Departments of Mines, the United States Geological Survey, and selected materials on geochemistry and geophysics. Special indexes, bibliographies and abstracts enable users to research most earth science topics. The library subscribes to over 200 journals and newspapers and has a large collection of geological and aeromagnetic **maps** of Ontario. Photocopies are provided at a nominal charge.

The Geoscience Data Centre (965-6139) offers access to exploration reports, drill-hole logs, mineral deposit data, computer based geoscience, mineral deposits and rock chemical databases.

Resident geologist offices administered by the Ministry's Regional Offices provide local consultative services to government, industry and the public on the geology and mineral deposits of their region. A regional library of published and unpublished geoscience information is maintained in each office, including reports of the Ontario Geological Survey and Mineral Resources Branch, reports of other government agencies, records of exploration activity submitted for assessment work credit, company prospectuses and reports from the files of the Ontario Securities Commission. There are 17 geological field officers that report to the Ministry of Northern Development and Mines.

Box 500  
**Bancroft K0L 1C0**  
613-332-4875

Box 230  
Presley St.  
**Cobalt P0J 1C0**  
705-679-8558

808 Robertson St.  
Box 5050  
**Kenora P9N 3X9**  
807-468-9841

*Northwestern Regional Office*  
12 Main St. S.  
P. O. Box 5050  
**Kenora P9N 3X9**  
807-468-3135

4 Government Rd. E.  
**Kirkland Lake P2N 1A2**  
705-567-5242

Box 190  
**Dorset P0A 1E0**  
705-766-2494

Box 5463  
659 Exeter Road  
**London N6A 4L6**  
519-661-2766

Ontario Government Bldg.  
Box 324  
**Red Lake P0V 2M0**  
807-727-3272

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others.

ONTARIO NORTHLAND TRANSPORTATION  
COMMISSION  
555 Oak St. E.  
North Bay P1B 8E3  
705-472-4500

875 Queen St. E.  
Box 130  
**Sault Ste. Marie P6A 5L5**  
705-949-1231

Court House Bldg.  
Box 3000  
**Sioux Lookout P0V 2T0**  
807-737-2037

199 Larch St., 10th Flr.  
**Sudbury P3E 5P9**  
705-675-4120

435 James St. S.  
Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1331

*Northeastern Regional Office*  
60 Wilson Ave.  
**Timmins P4N 2S7**  
705-267-1401

255 Metcalf St.  
Box 70  
**Tweed K0K 3J0**  
613-478-2330

Helen Mine Road  
Box 530  
**Wawa P0S 1K0**  
705-856-4883

The Ministry of Northern Development and Mines provides **rail, bus, ferry, air and tele-**

**communications** services to **Northern Ontario** through the Ontario Northland Transportation Commission (ONTC).

Land **transportation** services consist of rail, bus and highway transport. Rail passenger services include the **Polar Bear Express** between Cochrane and Moosonee, the **Northlander** between Toronto and Timmins, the North Bay and Cochrane component of the Toronto to Kapuskasing Northland Train service, and a mixed passenger-freight train between Cochrane and Moosonee. Bus services are regularly scheduled between North Bay, Hearst, Sudbury, Timmins and other locations throughout Northeastern Ontario. Charter and tour services can also be arranged.

Rail **freight** services are provided between North Bay and other points in Northeastern Ontario. Highway freight services are the responsibility of Star Transfer Limited, a subsidiary of the ONTC that operates throughout Northeastern Ontario and south to Toronto and Hamilton. Another subsidiary, Ontario Northland Express Services, makes available LCL (less than carload lot) deliveries from six terminals located at New Liskeard, Kirkland Lake, Noranda, Timmins, Cochrane and Moosonee.

The Commission operates the provincially owned airline, **norOntair**, which serves 21 communities and serves as a feeder for Air Canada and Nordair in northeast and northwest Ontario. The latter airlines provide reservation facilities.

A passenger, car and truck **ferry**, the **M.S. Chi-Cheemaun**, is operated by the Owen Sound Transportation Company, a subsidiary of the ONTC, between Tobermory on the Bruce Peninsula and South Baymouth on Manitoulin Island from May through October. The Marine Services Department of the ONTC operates the **Chief Commanda**, a cruise **boat**, on Lake Nipissing from spring until fall, and manages a freight and passenger service between Moosonee and Moose Factory Island during the same period.

The ONTC provides the following telecommunications services in Northeastern Ontario: long-distance telephone, private wire voice and teletype, commercial telegraph, radio and television transmission, mobile radio, special communications and local telephone. Consumer **electric** power is also available through the ONTC in Winisk.

A further activity of the Commission is the operation of a goose **hunting** camp for six weeks each fall, east of Moosonee on the Harricanaw River.

*Toronto Passenger Sales Office*

Union Station  
65 Front St. W.  
**Toronto M5J 1E6**  
416-965-4268

*Toronto Freight Marketing Office*

Union Station  
65 Front St. W.  
**Toronto M5J 1E6**  
416-965-6388

*Owen Sound Transportation Company*

**Owen Sound N4K 5P5**  
519-596-2212)  
(Tobermory Terminal)  
705-859-3161)  
(South Baymouth Terminal)

*ONTC Telecommunications*

555 Oak St. E.  
**North Bay P1B 8L3**  
705-472-4500, Ext. 331

*Star Transfer Limited*

460 Pine St. S.  
**Timmins P4N 7G6**  
705-264-2221

*ONTC*  
555 Oak St. E.  
**North Bay P1B 8L3**  
705-472-4500  
(Rail Passenger Services,  
Bus Services, Marine Services,  
norOntair, Freight Marketing,  
ONTC Express, Rail Freight,  
Star Transfer)

## **ACTS**

**ACTS** NDM 18

The following is a list of Acts administered by the Ministry of Northern Development and Mines. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal services branch or communications services branch.

Local Services Boards Act  
Ministry of Northern Affairs Act  
Ontario Northland Transportation Commission Act  
Mining Act  
Ontario Mineral Exploration Program Act

## MINISTRY OF REVENUE

33 King St. W.  
Oshawa L1H 8H5

The Department of Revenue was created in 1968, when the Revenue Division, the Province of Ontario Savings Office and the Deputy Provincial Treasurer, Revenue Office, were transferred from the Department of Treasury and Economics. In 1972, with the addition of the Assessment Division of the former Department of Municipal Affairs, the Department of Revenue was renamed the Ministry of Revenue.

The Ministry administers the major taxing statutes of Ontario such as the Corporations Tax Act, the Gasoline Tax Act, the Tobacco Tax Act, the Retail Sales Tax Act and the Land Transfer Tax Act. It conducts property assessments to provide the tax base for Ontario municipalities; directs the Ontario Tax Credit program, the Guaranteed Annual Income System (GAINS), Ontario Property and Sales Tax Grants for Senior Citizens and the Small Business Development Corporations Program; and operates the Province of Ontario Savings Office.

### DEPUTY MINISTER'S OFFICE

#### AUDIT SERVICES BRANCH

REVENUE 1

33 King St. W.  
Oshawa L1H 8H5  
416-433-6484

This Branch develops and directs comprehensive internal audit programs which independently and systematically review and evaluate financial, administrative and management systems.

#### LEGAL SERVICES BRANCH

REVENUE 2

33 King St. W.  
Oshawa L1H 8H5  
416-433-5657

Legal services provided to the Ministry include the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. The branch also prepares litigation, settles claims and acts at court hearings. It is responsible to the Attorney General's Office.

### TAX REVENUE AND GRANTS PROGRAM

#### CORPORATIONS TAX BRANCH

REVENUE 3

33 King St. W.  
Oshawa L1H 8H6  
416-433-6500

This branch administers the **Corporations Tax Act** which deals with **corporations** income tax (based on taxable income) and capital tax (based on taxable paid-up capital) and consents to revive or surrender charters or to dissolve a corporation voluntarily. It also deals with the special tax on **insurance** companies based on **taxable** insurance premiums.

In May 1986, the Branch assumed responsibility for administering the **Mining Tax Act**.

Mining taxes are based on profits generated from producing **mines** in Ontario in accordance with the Mining Tax Act.

## GUARANTEED INCOME AND TAX CREDIT BRANCH

REVENUE 4

33 King St. W.

P.O. Box 624

Oshawa L1H 8H8

Metro Toronto, dial 965-8470

Oshawa, dial 433-5155

Area Code 416, dial 1-800-263-7700

Area Code 807, dial 1-800-263-3792

All other areas dial 1-800-263-3960

**Guaranteed Annual Income System (GAINS A)** assures qualifying Ontario residents, 65 or over, a guaranteed annual income. **Senior citizens** who receive the Old Age Security pension (OAS) and Guaranteed Income Supplement (GIS) will automatically receive GAINS if their annual income falls below the guaranteed level. For more information, call one of the telephone numbers listed above, free of charge.

**Ontario Tax Credits** consist of a Property Tax Credit, a Sales Tax Credit and a Political Contribution Tax Credit. The first two credits are designed to help people with low or moderate incomes pay their municipal **property tax** or **rent**, and **sales tax**. Even people with no taxable income may make a claim by filing a federal income tax return and completing the mauve Ontario Tax Credit form included in the federal kit. (People 65 or older are not eligible for these credits but can apply for Ontario Tax Grants, described separately). The **Political** Contribution Tax Credit may be claimed by people who made a contribution to a registered Ontario political party, a constituency association or a registered candidate in a provincial election. This credit may only be claimed if there is provincial tax payable after deducting the amount claimed under the first two credits. For more information, call one of the telephone numbers listed above, free of charge.

**Ontario Tax Grants** allow Ontario resident senior citizens, 65 or older, who pay property tax or rent, to claim a **Property Tax Grant** of up to \$500. Applications for this **Grant** will be mailed annually to all senior citizens who are Old Age Security (OAS) recipients or who have previously completed an eligibility application and qualified. Each year a **Sales Tax Grant** of \$50 will automatically be mailed to all OAS recipients and other previously qualified pensioners. Persons turning 65 after mid-year who qualify for OAS will automatically receive their Sales Tax Grant and an application for the Property Tax Grant, sent towards the year end. All other seniors may phone the above toll-free telephone numbers for application details on both of these grants.

## MOTOR FUELS AND TOBACCO TAX BRANCH

REVENUE 5

33 King St. W.

Oshawa L1H 8H9

416-433-6393

This branch administers and collects **tax** on the sale of **fuels** under the **Gasoline Tax Act** (gasoline, aviation fuel), the **Fuel Tax Act** (diesel fuel) and the **Tobacco Tax Act** (cigarettes, tobacco, cigars). The branch provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

The branch also administers the **Small Business Development Corporations Act**, the **Land**

**Transfer Tax Act** and the **Provincial Land Tax Act**. The **Small Business Development Corporations (SBDC) Program** encourages private sector investment in small businesses in Ontario and the provision of business and managerial expertise. Individual investors who buy new equity shares in an SBDC receive a **grant** of 30% of their investment. **Corporations** receive a 30% credit against their Ontario corporations income tax, if the investment is in a small business in northern or eastern Ontario. Otherwise, the grant or tax credit is 25% of the investment.

Land Transfer Tax is a tax on individuals or corporations registering **land** or an interest in land in Ontario. It is one-half of 1 per cent on the first \$55,000 and 1 per cent on the rest. An additional tax of one-half of 1% applies on residential property over \$250,000. Non-residents of Canada pay 20% tax on restricted land (farm land, recreational land, etc.). Land Transfer Tax is paid to the Land Registrar before a conveyance is registered. Provincial Land Tax is a tax collected from landowners in **unorganized territories**. (For property assessments for this tax, contact closest regional assessment office, listed under Field Operations Branch).

The branch is also administering four acts, which have been repealed, during their phase-out period: the **Succession Duty Act**, the **Gift Tax Act**, the **Land Speculation Tax Act**, and the **Motor Vehicle Fuel Tax Act**.

#### RETAIL SALES TAX BRANCH

REVENUE 6

33 King St. W.  
P.O. Box 623  
Oshawa L1H 8H7  
416-433-6170

This branch administers the **Retail Sales Tax Act** in Ontario. This tax is collected by vendors from consumers at the time of purchase on most goods, taxable services and prices of admission. The branch operates offices throughout Ontario which issue **vendor permits** and provide information on exemptions and on other aspects of retail sales tax including vendor information for those starting a business. Tax advice is given in numerous forms: answering taxpayers' specific questions by telephone, letter or in person; publishing sales tax guides; and providing bulletins, seminars, lectures, and visits to businesses. Rebates or refunds of tax are given under various circumstances such as payment of tax in error by consumers; removal of goods from Ontario by tourists within 30 days of purchase; and purchases of motor vehicles for the transportation of persons with certain permanent physical disabilities. The Retail Sales Tax offices have rebate or refund application forms available. Audits ensure that tax is collected and paid in the correct way. Tax collected under the **Race Tracks Tax Act** is also administered by the branch.

All inquiries about retail sales tax should be made to one of the offices listed below. Long-distance callers may contact the office in their area by using toll-free lines, which are effective only in an office's area of responsibility.

91 Dundas St. E.  
**Belleville K8N 1E2**  
 513-962-9108  
 Zenith 37100  
 Counties of Haliburton, Hastings,  
 Northumberland,  
 Peterborough, Prince Edward)

19 King St. W.  
 P. O. Box 2112  
**Hamilton L8N 3Z9**  
 416-521-7504  
 Toll-free in area codes 416, 519  
 1-800-263-9229  
 Toll-free in area code 416  
 1-800-263-9238  
 County of Brant, Regional  
 Municipalities of Haldimand-  
 Norfolk, Hamilton-Wentworth,  
 Niagara)

449 Belmont Ave. W.  
**Kitchener N2M 1N2**  
 519-576-8400  
 Toll-free in area code 519  
 1-800-265-8700  
 Toll-free in area codes 416, 705  
 1-800-265-2303  
 (Counties of Huron, Perth,  
 Wellington, Bruce, Dufferin, Grey,  
 Regional Municipality of Waterloo)

310 Wellington Rd. S.  
**London N6C 4P4**  
 519-433-3901  
 Toll-free 1-800-265-1540  
 (Counties of Elgin, Lambton,  
 Middlesex, Oxford)

2 Robert Speck Pkwy., Ste. 350  
**Mississauga L4Z 1H8**  
 416-273-9490  
 Toll-free 1-800-268-2968  
 (Regional Municipalities of  
 Halton, Peel)

1500 Fisher St.  
 Northgate Plaza  
**North Bay P1B 2H3**  
 705-474-4900  
 Toll Free 1-800-461-1564  
 (Districts of Cochrane, Nipissing,  
 Parry Sound, Timiskaming)

Westway Mall  
 438 West St. N.  
**Orillia L3V 5E8**  
 705-325-9587  
 Zenith 37100  
 (County of Simcoe, District  
 Municipality of Muskoka,  
 Regional Municipality of York:  
 Township of Georgina,  
 Georgina Islands Indian Reserve  
 Town of East Gwillimbury)

33 King St. W.  
 P. O. Box 629  
**Oshawa L1H 8K1**  
 416-433-6240  
 Zenith 37100  
 (County of Victoria, Regional  
 Municipality of Durham)

1355 Bank St.  
**Ottawa K1H 8K7**  
 613-523-9760  
 Toll-free 1-800-267-9745  
 (Regional Municipality of  
 Ottawa-Carleton, Counties of  
 Lennox-Addington, Dundas, Frontenac,  
 Glengarry, Grenville, Lanark,  
 Leeds, Prescott,  
 Renfrew, Russell, Stormont)

199 Larch St., 6th Flr.  
 Ontario Government Bldg.  
**Sudbury P3E 5P9**  
 705-675-4351  
 Toll-free 1-800-461-1564  
 (Districts of Algoma, Manitoulin,  
 Sudbury, Regional Municipality  
 of Sudbury)

## 412 Ministry of Revenue

435 James St. S.  
P. O. Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1681  
Toll-free 1-800-465-5025  
(Districts of Kenora, Rainy River,  
Thunder Bay)

2300 Yonge St.  
**Toronto M4P 1H6**  
416-487-1361  
Zenith 71800  
(Regional Municipality of  
Metropolitan Toronto,  
Regional Municipality of York:  
Towns of Aurora, Markham,  
Newmarket, Richmond Hill, Vaughan,  
Whitchurch-Stouffville,  
Township of King)

250 Windsor Ave.  
Ontario Government Bldg.  
**Windsor N9A 6V9**  
519-252-4404  
Toll-free 1-800-265-1540  
(Counties of Essex, Kent)

### SPECIAL INVESTIGATIONS BRANCH

REVENUE

33 King St. W.  
Oshawa L1H 8H5  
416-433-6900

This branch undertakes special audits and investigations regarding **tax** compliance problems, with special emphasis on the prevention of tax evasion, and recommends prosecution where there is evidence of evasion. It also deals with voluntary disclosure of tax irregularities.

### TAX APPEALS BRANCH

REVENUE 8

33 King St. W.  
Oshawa L1H 8H5  
416-433-6029

The branch processes all appeals filed under the following statutes administered by the Ministry: the **Corporations Tax Act**, the **Mining Tax Act**, the **Fuel Tax Act**, the **Gasoline Tax Act**, the **Land Transfer Tax Act**, the **Motor Vehicle Fuel Tax Act**, the **Retail Sales Tax Act**, the **Tobacco Tax Act**, the **Ontario Guaranteed Annual Income Act**, the **Ontario Pensioners Property Tax Assistance Act** and the **Small Business Development Corporations Act**. This service consolidates the appeal functions previously performed independently by branches of the Ministry. Forms may be obtained by contacting the branch or local Retail Sales Tax Offices (see list under this Ministry's Retail Sales Tax Branch entry).

**TAX SYSTEM OPERATIONS AND DESIGN DIVISION****REVENUE AND OPERATIONS RESEARCH  
BRANCH**

REVENUE 9

33 King St. W.  
Oshawa L1H 8H5  
416-433-5623

This branch provides staff support to the Tax Revenue and Grants Program including: the coordination of the planning, resource allocation and control process; the development of techniques to increase the efficiency and effectiveness of administrative and delivery mechanisms of branches within the program; **tax related research**; the monitoring of tax revenue; and the coordination of changes in legislation.

The branch is also responsible for liaising between the Ministries of Revenue, and Treasury and Economics, as well as other federal and provincial tax authorities.

**TAXATION DATA CENTRE**

REVENUE 10

33 King St. W.  
Oshawa L1H 8H5  
416-433-5858

This branch is responsible for processing revenues received under the **taxing** statutes, as well as the payment of refunds and grants to the public. The branch also provides data processing support for the Tax Revenue and Grants Program.

**TAXPAYER SERVICES BRANCH**

REVENUE 11

33 King St. W.  
Oshawa L1H 8H5  
416-433-6127

This branch provides information on the Tax Revenue and Grants programs. These include Ontario Tax Grants for Seniors, Ontario Tax Credits, Guaranteed Annual Income System (GAINS), Corporations Tax, Motor Fuels and Tobacco Tax, and Small Business Development Corporations. Program information is provided through a wide variety of communications activities such as telephone enquiries, **publications**, audio-visual presentations and information sessions.

Information can be obtained by calling the multilingual Information Centre free of charge from anywhere in Ontario: Metro Toronto (965-8470), Oshawa (433-5155), Area Code 807, (1-800-263-3792), Area Code 416, (1-800-263-7700), all other areas (1-800-263-3960). Northern Ontario residents may also contact their nearest Northern Affairs Officer by asking the operator for Zenith 33160.

Metro Toronto residents can obtain information and publications by visiting the Toronto **Public Enquiry Centre** at 50 Grosvenor Street, (one block south of Wellesley St. west of Bay St.). Oshawa area residents can visit the Public Enquiry Centre at 33 King St. West. Both Centres will accept tax payments and assist **seniors** in completing Ontario Property Tax Grant applications.

## PROPERTY ASSESSMENT PROGRAM

### POLICIES AND PRIORITIES BRANCH

REVENUE 12

33 King St. W.  
Oshawa L1H 8H5  
416-433-5757

This branch provides staff support to the Assistant Deputy Minister. It is responsible for monitoring the effectiveness of **assessment** policy and legislation, for policy liaison with federal, provincial and municipal authorities, for strategic planning, budgeting and evaluation, and for public information.

### ASSESSMENT SERVICES DIVISION

#### DATA SERVICES AND DEVELOPMENT BRANCH

REVENUE 13

33 King St. W.  
Oshawa L1H 8H5  
416-433-5680

This branch is responsible for **assessment** information management, including the supply of **computer** data services to Regional Assessment Offices, municipalities and school boards. It also develops new assessment and data processing systems, including **OASYS** (Ontario Assessment System).

#### FIELD OPERATIONS BRANCH

REVENUE 14

33 King St. W.  
Oshawa L1H 8H5  
416-433-5805

Through regional offices throughout Ontario (listed below), this branch **assesses** all **real property** for purposes of municipal and school taxation and, in **unorganized territories**, for **Provincial Land Taxes**. It undertakes **municipal enumerations** which produce municipal **voters** lists, lists of persons who can be called for **jury** duty, identification of supporters for **schools** and demographic **statistics**. The branch serves municipal governments, other Ontario ministries which use data as a basis for distribution of municipal grants, and other programs. Inquiries regarding property taxation, tax certificates, municipal voters lists and municipal population should be referred to the clerk or treasurer of the appropriate municipality. School support issues should be referred to the relevant public or separate school board.

### REGIONAL ASSESSMENT OFFICES

(Zenith numbers are effective only  
in an office's area of  
responsibility)

109 Ferris Lane  
Barrie L4M 2Y1  
705-728-2270  
If long distance dial  
1-800-461-4230  
(Simcoe)

113 Hastings St. N.  
P.O. Box 667  
Bancroft K0L 1C0  
613-332-1440  
in area code 613, dial  
1-800-267-0538  
in area codes 416, 519, 705, dial  
1-800-267-0542  
(Trenton sub-office)

Pine St. E.  
P.O. Box 150  
**Bracebridge P0B 1C0**  
705-645-5204  
If long distance dial  
1-800-461-4316  
(Muskoka)

63 Charing Cross  
**Brantford N3R 7K9**  
519-759-6310  
If long distance dial  
1-800-265-9990  
(Brant, Haldimand-Norfolk)

2479 Parkedale Ave.  
P.O. Box 712  
**Brockville K6V 3H2**  
613-342-8242  
If long distance dial  
1-800-267-0836  
(Lanark, Leeds, Grenville)

150 Main St., 4th Flr.  
**Cambridge N1R 1W3**  
519-623-5210  
In Kitchener dial 653-7356  
If long distance ask operator  
for Zenith 49090  
(Waterloo)

P.O. Box 1140  
435 Grand Ave. W.  
**Chatham N7M 5L8**  
519-354-5460  
If long distance dial  
1-800-265-0584  
(Kent, Lambton)

995 William St.  
P.O. Box 280  
**Cobourg K9A 4K8**  
416-372-2258  
1-800-263-7905  
(Trenton sub-office)

132 Second St. E.  
Box 219  
**Cornwall K6H 5S7**  
613-933-7100  
If long distance dial  
1-800-267-7194  
(Prescott, Russell, Stormont,  
Dundas, Glengarry)

479 Government Rd.  
P.O. Box 3000  
**Dryden P8N 3B3**  
807-223-5351  
If long distance ask operator  
for Zenith 50960  
(Thunder Bay sub-office)

533 Mowat Ave.  
**Fort Frances P9A 1Z1**  
807-274-3283  
If long distance ask operator  
for Zenith 50960  
(Thunder Bay sub-office)

57 Napier St.  
P.O. Box 190  
**Goderich N7A 3Z2**  
519-524-7326  
If long distance dial  
1-800-265-5192  
(Huron, Perth)

286 Victoria Rd. N.  
**Guelph N1E 5J3**  
519-821-7440  
If long distance dial  
1-800-265-8365  
(Dufferin, Wellington)

119 King St. W.  
Box 2112  
Provincial Office Tower  
**Hamilton L8N 3Z9**  
416-521-7469  
(Wentworth)

300 McClellan Ave.

**Kenora P9N 1A8**

807-468-5585

If long distance ask operator  
for Zenith 50960

(Thunder Bay sub-office)

1055 Princess St., Ste. 201

Ontario Government Bldg.

**Kingston K7L 4Y8**

613-545-4475

If long distance ask operator  
for Zenith 47360

(Frontenac, Lennox, Addington)

6 Tweedsmuir Rd., 3rd Flr.

**Kirkland Lake P2N 1H9**

705-567-9285

If long distance ask operator  
for Zenith 98395

(Timmins sub-office)

33 Lindsay St. S.

P. O. Box 267

**Lindsay K9V 4S1**

705-324-1622

If long distance  
in area code 705 dial

1-800-461-0314

in area codes 416, 519, 613, dial

1-800-461-0317

(Haliburton, Peterborough,  
Victoria)

15 Manitowaning Rd.

**Little Current P0P 1K0**

705-368-2510

If long distance ask operator  
for Zenith 49860

(Sudbury sub-office)

1420 Wellington Rd.

Superstore Mall

**London N6E 3A2**

519-681-0050

If long distance ask operator  
for Zenith 63310

(Elgin, Middlesex, Oxford)

2 Robert Speck Pkwy., 4th Flr.

**Mississauga L4Z 1T3**

416-270-8050

If long distance dial

1-800-387-5909

(Halton-Peel)

1650 Main St. W.

P. O. Box 167

**North Bay P1B 8H2**

705-474-6150

If long distance ask operator  
for Zenith 51280

(Nipissing, Parry Sound)

460 Oak St.

**Newmarket L3Y 3X6**

416-895-8644 (Newmarket)

If long distance

in area code 416, dial

1-800-263-3224

in area codes 519, 613, 705, dial

1-800-263-3233

(York)

2305 St. Laurent Blvd.

**Ottawa K1G 4J8**

613-526-3890

If long distance ask operator  
for Zenith 45980

(Ottawa-Carleton)

345 Eighth St. E.

P. O. Box 670

**Owen Sound N4K 5R4**

519-371-1121

If long distance dial

1-800-265-3187

(Bruce, Grey)

10 Miller St.

**Parry Sound P2A 1S8**

705-746-9302

If long distance ask operator  
for Zenith 51280

(North Bay sub-office)

24 Pembroke St. W.

**Pembroke K8A 5M3**

613-735-0181

If long distance dial

1-800-267-1095

(Renfrew)

55 George St. N.

**Peterborough K9J 3G2**

705-743-0330

If long distance in area code 705 dial

1-800-461-1933

In area codes 416, 519, 613, dial

1-800-461-1962

(Lindsay sub-office)

700 North Christina St.

**Sarnia N7V 3C2**

519-336-3991

If long distance dial

1-800-265-0584

(Chatham sub-office)

180 Brock St.

**Sault Ste. Marie P6A 3B7**

705-949-3941

If long distance dial

1-800-461-2207

(Algoma)

43 Church St.

Box 1270

**St. Catharines L2R 7A7**

416-688-0233

If long distance dial

1-800-263-5753

(Niagara)

199 Larch St., 12th Flr.

Provincial Tower

**Sudbury P3E 5P9**

705-675-4200

If long distance ask operator

for Zenith 49860

(Manitoulin, Sudbury)

55 Doncaster Ave.

**Thornhill L3T 1L7**

416-889-9503

(North York)

115 Johnson Ave.

**Thunder Bay P7B 2V9**

807-345-1221

If long distance ask operator

for Zenith 50960

(Kenora, Rainy River, Thunder Bay)

145 Wilson Ave.

**Timmins P4N 2T2**

705-264-9455

If long distance ask operator

for Zenith 98395

(Cochrane, Timiskaming)

90 Eglinton Ave. E., Ste. 300

**Toronto M4P 3A5**

416-486-6300

(City of Toronto)

7 Overlea Blvd.

**Toronto M4H 1A8**

416-423-1240

(Scarborough, East York)

4 Eva Rd.

**Toronto (Etobicoke) M9C 2A8**

416-621-9400

(Etobicoke, York)

80 Division St.

P. O. Box 520

**Trenton K8V 5R7**

613-392-2501

If long distance

area code 613, dial

1-800-267-0538

area codes 416, 519, 705, dial

1-800-267-0542

(Hastings, Northumberland, Prince Edward)

605 Rossland Rd. E.

Box 270

**Whitby L1N 5S1**

416-668-9351

If long distance ask operator

for Zenith 67140

(Durham)

250 Windsor Ave., 5th Flr.  
**Windsor N9A 6V9**  
519-254-3771  
If long distance dial  
1-800-265-5841  
(Essex)

#### **SPECIAL PROPERTIES BRANCH**

REVENUE 15

33 King St. W.  
Oshawa L1H 8H5  
416-433-5700

This branch provides valuation expertise and advice to regional **assessment** offices on properties of all types. It also undertakes the defence of complex assessments under judicial appeal and develops assessment valuation procedures and techniques.

#### **INFORMATION TECHNOLOGY DIVISION**

##### **STRATEGIC PLANNING AND RESEARCH SECTIONS**

REVENUE 16

33 King St. W.  
Oshawa L1H 8H5  
416-433-6809

These (four) sections are responsible for new products and applications **research** integrated office **technologies** (office automation, computer graphics and word processing), End-User Information and Support (walk-in centre and new product demonstration centre) and management support (strategic business and technology planning).

##### **INFORMATION SYSTEMS DEVELOPMENT BRANCH**

REVENUE 17

33 King St. W.  
Oshawa L1H 8H5  
416-433-6795

This branch is responsible for the traditional **systems development** and maintenance functions of ITD. This encompasses the design, programming, testing and implementation of new data processing systems and the enhancement, maintenance and replacement of existing programs on a life-cycle basis.

##### **MINISTRY SYSTEMS AND FACILITIES MANAGEMENT BRANCH**

REVENUE 18

33 King St. W.  
Oshawa L1H 8H5  
416-433-6886

This branch is responsible for running the Ministry's complete portfolio of production systems, using on-site/off-site computer installations, and for the Ministry's development facility.

## FINANCE AND ADMINISTRATION SECTION

REVENUE 19

33 King St. W.  
Oshawa L1H 8H5  
416-433-6793

This section ensures that the Division is provided with resources, financial management and efficient support services.

## CORPORATE RESOURCES DIVISION

ADMINISTRATIVE AND FINANCIAL SERVICES  
BRANCH

REVENUE 20

33 King St. W.  
Oshawa L1H 8H5  
416-433-5905

The Administration Section (433-5297) provides the Ministry with purchasing, storage, mailing, security and other central services.

The Finance Section (433-5915) processes accounts payable and provides accounting services for all expenditures including payroll and employee benefits.

## COMMUNICATIONS SERVICES

REVENUE 21

33 King St. W.  
Oshawa L1H 8H5  
416-433-5780

Communications Services informs the public, client groups and the media about the Ministry's activities. It establishes communications policy, provides communications support to the Minister and Deputy Minister and advises branches on communications matters. It also offers audio-visual, photographic, graphics and exhibit services to the Ministry. Other activities include advertising agency liaison and publication production/distribution.

Communications administers a **library** (433-6135) covering aspects of **tax, property assessment, public finance**, legislation, and government and **business** administration. The Public Information Centre (Ministry **reading room**), attached to the library, provides public access to all Ministry publications, statutes, regulations, and most manuals and internal procedures.

Communications also coordinates the Ministry **French** language and customer service programs.

## FINANCE AND PRIORITIES PLANNING BRANCH

REVENUE 22

33 King St. W.  
Oshawa L1H 8H5  
416-433-5660

This branch develops the Ministry's financial and resource plan. It prepares and coordinates Ministry estimates through all stages, and develops and administers operational performance and control (Management by Results). The branch maintains the Ministry's resource utilization and control system and reallocates when necessary. It acts as a liaison between the Ministry and central agencies, especially Management Board, and provides information and support to the Deputy Minister and senior management.

## PERSONNEL SERVICES BRANCH

REVENUE 23

33 King St. W.  
Oshawa L1H 8H5  
416-433-6092

This branch is responsible for: establishing Ministry personnel policies and procedures; creating appropriate classification and compensation levels for Ministry employees; recruiting staff; counselling employees; coordinating staff training and development; investigating employee grievances; and handling all matters affecting work conditions and performance. The branch maintains the Ministry's personnel, payroll and employee benefit records. It provides liaison between the Ministry and the Human Resources Secretariat, Management Board of Cabinet, and Ontario Public Service Employees Union (OPSEU). The branch also plans, develops and coordinates the **Affirmative Action Program** to improve the status of the Ministry's female employees with the aim of ensuring equal opportunity for women.

## PROVINCE OF ONTARIO SAVINGS OFFICE

## PROVINCE OF ONTARIO SAVINGS OFFICE

REVENUE 24

The Province of Ontario Savings Office (**POSO**), established in 1921, operates twenty-one branches which provide **banking** services to the public in fifteen Ontario communities. Deposits received by POSO from the public are carried in individual accounts which pay competitive interest rates with generous chequing privileges. Other financial services such as safety deposit boxes, travellers' cheques, money orders and the purchase and sale of securities are available. Offices across Ontario are listed alphabetically by community:

34-36 Talbot St.  
**Alymer N5H 1J7**  
519-765-1286

171 Sparks St.  
**Ottawa K1P 5B9**  
613-566-3700

138 Dalhousie St.  
**Brantford N3T 2J3**  
519-753-4131

825 Second Ave. E.  
**Owen Sound N4K 5P3**  
519-376-6025

153 Wyndham St. N.  
**Guelph N1H 4E9**  
519-821-2101

40 Pembroke St. W.  
**Pembroke K8A 6X3**  
613-732-7821

2 King St. W.  
**Hamilton L8P 1A1**  
416-528-6391

49 Main St. S.  
**Seaforth N0K 1W0**  
519-527-0210

318 Ottawa St. N.  
**Hamilton L8H 4A1**  
416-547-6202

106 King St.  
**St. Catharines L2R 6W8**  
416-688-4661

353 Richmond St.  
**London N6A 3C2**  
519-432-1197

134 Queen St.  
**St. Marys N0M 2V0**  
519-284-2260

328 Bay St.  
**Toronto M5H 2S7**  
 416-363-7282

97 Danforth Ave.  
**Toronto M4K 1N2**  
 416-463-1117

2035 Danforth Ave.  
**Toronto M4C 1J8**  
 416-698-8320

Queen's Park, Rm. M1-40  
 Macdonald Block  
**Toronto M7A 2A9**  
 416-965-1785

112 St. Clair Ave. W.  
**Toronto M4V 2Y3**  
 416-925-3887

439 University Ave.  
**Toronto M5G 1Y8**  
 416-965-3891

236 Durham St.  
**Walkerton N0G 2V0**  
 519-881-3321

372 Ouellette Ave.  
**Windsor N9A 1A6**  
 519-254-4324

396 Dundas St.  
**Woodstock N4S 1B7**  
 519-537-8194

## ACTS

### ACTS

### REVENUE 25

The following is a list of Acts administered by the Ministry of Revenue. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal services branch or information/communications branch.

Agricultural Development Finance Act  
 Assessment Act  
 City of Toronto 1981 Assessment Complaints Act, 1982  
 Corporations Tax Act  
 Fuel Tax Act, 1981 (in force Sept. 1, 1982)  
 Gasoline Tax Act  
 Income Tax Act  
 Land Transfer Tax Act  
 Mining Tax Act  
 Ministry of Revenue Act  
 Ontario Guaranteed Annual Income Act  
 Ontario Pensioners Property Tax Assistance Act  
 Provincial Land Tax Act  
 Race Tracks Tax Act  
 Retail Sales Tax Act  
 Small Business Development Corporations Act  
 Tobacco Tax Act

## **MINISTRY OF SKILLS DEVELOPMENT**

101 Bloor St. W., 13th Flr.

Toronto, M5S 1P7

416-965-8282

The creation of the Ministry of Skills Development, in March 1985, reflected the urgent need to consolidate the Government's extensive training, experience and employment initiatives, to upgrade the capacity of the Government to respond to immediate and changing labour market needs and to provide both a consistent public perspective on the Government's efforts and a single window in dealing with the Federal Government in this area of dual jurisdiction.

Ontario's involvement in skills development had grown in recent years. Thirty-one government training programs were administered by 12 different ministries and agencies and another 16 youth employment and experience programs were administered by six ministries. Improved co-ordination of a number of these programs was initiated in 1984 under the umbrella of Ontario Youth Opportunities and the Ontario Skills Fund. The creation of the Ministry of Skills Development extended and consolidated this process.

Upon formation, the Ministry took under its charge the powers and duties of the Skills Development Division from the Ministry of Colleges and Universities; the Youth Secretariat from the former Secretariat for Social Development; the office of the Youth Commissioner, Ontario Youth Opportunities and Ontario Skills Fund from the Ministry of Treasury and Economics; the Ontario Manpower Commission from the Ministry of Labour, and the Ontario Youth Employment Program from the former Ministry of Municipal Affairs and Housing.

With the merging of resources a new framework evolved. The objectives of the Ministry are: to develop and upgrade skills to enhance the employability of individuals; to contribute to Ontario's economic growth by helping employers achieve their skills development goals; to improve access to training and employment for employed and unemployed individuals, persons with special needs and targeted groups that encounter particular employment barriers, and to coordinate institutional and on-the-job training programs to increase training effectiveness and employment mobility.

### **DEPUTY MINISTER'S OFFICE**

#### **LEGAL SERVICES**

**SKILLS 1**

101 Bloor St. W., 13th Flr.

Toronto M5S 1P7

416-965-5924

This unit provides the Ministry of Skills Development with general legal services, counselling on the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents.

#### **COMMUNICATIONS AND MARKETING BRANCH**

**SKILLS 2**

101 Bloor St W, 11th Flr.

Toronto M5S 1P7

416-965-8276

The Communications and Marketing Branch provides communications support to the Minister, Deputy Minister and program branches. Editorial, marketing and media rela-

tions staff produce news releases, speeches, publications, and audio visual materials; organize special events; and disseminate information about the Ministry's programs and services to the media, the general public and Ministry client groups.

## ONTARIO MANPOWER COMMISSION

SKILLS 3

500 University Ave., Ste. 610

Toronto M5G 1V7

416-965-2820

Since its inception in 1979, the Ontario Manpower Commission has undertaken specific **research** and analytic studies of selected occupational areas, industrial sectors and segments of the labour force. A number of publications are available to the public.

The Commission, through a number of activities, has also encouraged employers to develop **human resource planning** often in conjunction with the Canada Employment and Immigration Commission. These activities have included a business-labour human resource planning conference, employer workshops, and a human resource study of the automotive industry.

An **Institute for Skills Training** is being established by the Ministry to develop training products and services, as part of Ontario's Training Strategy. A Steering Committee, comprised of representatives from Government, business, labour and education will advise the Ministry on matters relating to structure, staffing and service objectives.

## POLICY AND DEVELOPMENT DIVISION

### POLICY AND DEVELOPMENT DIVISION

SKILLS 4

101 Bloor St. W., 12th Flr.

Toronto M5S 1P7

416-965-8634

The Policy and Development Division, headed by an Assistant Deputy Minister, provides support to the Deputy Minister and senior management in development and coordination of policy, strategic planning, resource allocation, management and program planning, evaluation of programs, negotiation and monitoring of federal training initiatives, interministerial liaison and market research. The Division incorporates three main areas:

The **Policy and Planning Branch** encompasses the Corporate Policy, Policy Development and Access Policy units. It identifies issues, develops options necessary to fulfill the Ministry's mandate, addresses strategic planning concerns, provides policy support and services to the Ministry's program managers and liaises internally and with other governments and organizations on policy-related matters.

The **Federal/Provincial Relations Group** consists of two units: Policy and Planning. Planning support for training purchase arrangements under the **Canada-Ontario Agreement on Training** and policy in areas of training and human resources development involving the Federal Government, are provided by this Group.

The **Planning and Development Group**, comprising the Management Planning and Liaison and Program Development and Evaluation units, designs and develops management processes and coordinates program planning, design and evaluation.

**Publications** include: 'Training as a Strategic Investment for Economic Growth' and

Ontario's Training Strategy, 'Breaking New Ground' (available to the public through the Communications and Marketing Branch 965-8276).

## FINANCE AND ADMINISTRATION DIVISION

### FINANCE AND ADMINISTRATION DIVISION

SKILLS 5

101 Bloor St. W., 11th Flr.  
Toronto M5S 1P7  
416-965-9800

This Division provides corporate financial, personnel, audit and administrative support to the Ministry.

## SKILLS TRAINING DIVISION

### SKILLS TRAINING DIVISION

SKILLS 6

Mowat Block, 23rd Flr.  
900 Bay St.  
Toronto M7A 1L2  
416-965-7101

The Skills Training Division, headed by an Assistant Deputy Minister, incorporates the Ministry's short and long-term, employer-based and pre-employment initiatives for adults, delivered through Ontario Skills Development Offices at the Community Colleges of Applied Arts and Technology. The Division is comprised of the Training Support Services and Apprenticeship Branches.

The **Training Support Services Branch** (Mowat Block, 23rd. Flr., 900 Bay St., Toronto M7A 1L2, 416-965-7101) administers programs designed to support the **employment training** activities of business, industry and individuals. The Branch coordinates and administers **Ontario's Training Strategy**.

The **Access Program Unit** (965-3079) administers programs which assist individuals to overcome barriers to training. The **Ontario Basic Skills Program** equips workers with basic job entry literacy and numeracy skills. Training support allowances are available to help cover the costs of child care, transportation and accommodation. A Training Hotline (1-800-387-5656) accesses training services for employers. A special project fund is available to encourage innovative approaches to training and meet special access needs. This Unit oversees 17 Help Centres which offer employment counselling and training information to unemployed workers.

The **Employer Services Unit** (965-6164) coordinates and supports 45 **Ontario Skills Development Offices** operated by Colleges of Applied Arts and Technology, which provide expert advice, consulting services, and information on human resource development, as required by Ontario firms. Instructional costs to firms can be offset through incentive funding offered under the Ontario Training Strategy to encourage greater participation in training.

The **Community Resources Unit** (963-1100) supports a network of 47 Community Industrial Training Committees which assess community employment needs and training of skilled workers and help to implement employer-based training programs.

The **Training Materials Development Unit** (965-6327) develops profiles, curricula, and other materials, for use by industry and business in employee training programs.

The **Apprenticeship Branch** (Mowat Block, 9th Flr., 900 Bay St., Toronto M7A 1L2, 416-965-3114) administers long-term, on-the-job industrial and business programs designed to assist employers and individuals to achieve their skills development goals and contribute to Ontario's economic growth.

The Apprenticeship (963-3114), Enforcement (965-6157) and Field Services sections administer and enforce the **Apprenticeship and Tradesmen's Qualification Act** and its regulations. They are responsible for competency assessment, curriculum and training standards and materials for Apprenticeship and Ontario Modular Training Programs.

Industrial Training Consultants located in 28 community **field offices** throughout Ontario, listed below, assist potential and active trainees, employers and labour representatives with their **skills development** needs and monitor the effectiveness and efficiency of training programs.

The Apprenticeship Branch coordinates the **Trades Upgrading Program** under Ontario's Training Strategy (965-2651), which provides specific short-term courses to upgrade and/or update the skills of Journeymen.

Regulations under the Apprenticeship and Tradesmen's Qualification Act set standards and conditions of training for employment in regulated trades. Compulsory **trade certification** is required for the following: construction (e.g., electricians, plumbers, refrigeration and air-conditioning mechanics, sheet metal workers, steam fitters, etc.); motive power trades (e.g., motor vehicle mechanics, auto body repairers) and service trades (e.g., hairstylists). Certification is voluntary for many other regulated trades (e.g., carpenters, machinists, tool and die makers, mould-makers).

## FIELD OFFICES

Ontario Government Bldg.  
114 Worsley St.  
**Barrie L4M 1M1**  
705-737-1431  
If long distance, ask operator  
for Zenith 20860

210 Dundas St. E., Ste. 305  
**Belleville K8N 5G8**  
613-968-5558  
If long distance, ask operator  
for Zenith 20860

14 Holiday Inn Dr.  
P. O. Box 1750  
**Brantford N3T 5V7**  
519-756-5197  
If long distance, ask operator  
for Zenith 20860

Ontario Government Bldg.  
Oxford St., Box 1511  
**Brockville K6V 5Y6**  
613-342-5481  
If long distance, ask operator  
for Zenith 20860

St. Clair College  
Thames Campus  
P. O. Box 2017  
**Chatham N7M 5W4**  
519-354-9100, ext. 243

St. Lawrence College  
Mille Roches Hall  
801-4th St. E.  
**Cornwall K6H 2K2**  
613-938-9702  
If long distance, ask operator  
for Zenith 20860

Ontario Government Bldg.  
119 King St. W., 7th Flr.  
P. O. Box 2112  
**Hamilton L8N 3Z9**  
416-521-7764  
If long distance, ask operator  
for Zenith 20860

227 2nd St. S.  
**Kenora P9N 1G1**  
807-648-3325  
If long distance, ask operator  
for Zenith 20860

Ontario Government Bldg.  
1055 Princess St., Ste. 306  
**Kingston K7L 5T3**  
613-545-4338  
If long distance, ask operator  
for Zenith 20860

520 First St., Unit 19  
**London N5V 3C6**  
519-453-7190  
If long distance, ask operator  
for Zenith 20860

165 Dundas St. W., 10th Flr.  
**Mississauga L5B 2N6**  
416-897-1551  
If long distance, ask operator  
for Zenith 20860

1500 Fisher St.  
Northgate Plaza, 2nd Flr.  
**North Bay P1B 2H3**  
705-474-5546  
If long distance, ask operator  
for Zenith 20860

132 Allan St.  
**Oakville L6J 3N5**  
416-842-2454  
If long distance, ask operator  
for Zenith 20860

*Durham College*  
*Adult Training Centre*  
P. O. Box 385  
**Oshawa L1H 7L7**  
416-576-0171  
If long distance, ask operator  
for Zenith 20860

1355 Bank St., Ste. 406  
**Ottawa K1H 8K7**  
613-731-7100  
If long distance, ask operator  
for Zenith 20860

220 11th St. E., Ste. 108  
Nor-Towne Plaza  
**Owen Sound N4K 1T9**  
519-376-5790  
If long distance, ask operator  
for Zenith 20860

315 Pembroke St. E., Rm. 101  
**Pembroke K8A 3K2**  
613-735-3911  
If long distance, ask operator  
for Zenith 20860

306 George St. N.  
**Peterborough K9J 3H2**  
705-743-4172  
If long distance, ask operator  
for Zenith 20860

Court House Bldg.  
59 Church St., Rm. 4124  
P. O. Box 1240  
**St. Catharines L2R 7A7**  
416-684-8543  
If long distance, ask operator  
for Zenith 20860

1323 Exmouth St., Ste. 203  
**Sarnia N7S 3Y1**  
519-542-7705  
If long distance, ask operator  
for Zenith 20860

421 Bay St.  
 Station Tower, 4th Flr.  
**Sault Ste. Marie P6A 1X3**  
 705-942-4420  
 If long distance, ask operator  
 for Zenith 20860

450 Notre Dame Ave.  
**Sudbury P3C 5K8**  
 705-675-4481  
 If long distance, ask operator  
 for Zenith 20860

1265 East Arthur St.  
 West Arthur Place, 4th Flr.  
**Thunder Bay P7E 6E7**  
 807-475-1605  
 If long distance, ask operator  
 for Zenith 20860

20 Wilcox St.  
**Timmins P4N 3K6**  
 705-264-2354  
 If long distance, ask operator  
 for Zenith 20860

558 Yonge St., 2nd Flr.  
**Toronto M4Y 1Z1**  
 416-965-4211  
 (Central)

2380 Eglinton Ave. E.  
 Kenlinton Plaza, Ste. 233  
**Toronto M1K 5G5**  
 416-750-3533  
 (East)

421 King St. N.  
**Waterloo N2J 4E4**  
 519-884-5460  
 If long distance, ask operator  
 for Zenith 20860

1427 Ouellette Ave., 2nd Flr.  
**Windsor N8X 1K1**  
 519-254-8654  
 If long distance, ask operator  
 for Zenith 20860

## YOUTH EMPLOYMENT SERVICES BRANCH

SKILLS 7

700 Bay St., 2nd Flr.  
 Toronto M5G 1Z6  
 416-963-2255

The Youth Employment Services Branch administers **youth employment** programs and operates a telephone Hotline (1-800-387-0777) which provides information to youth and employers.

**FUTURES** delivered through local youth employment counselling centres and community colleges of applied arts and technology, provides employment-disadvantaged young people with **counselling**, basic life skills and work placements to enhance their skills and employability. Placements are guaranteed for up to one year in exchange for a commitment to educational upgrading.

The **Ontario Summer Employment Program (OSEP)** (in Toronto 585-7399, elsewhere in Ontario 1-800-387-1290) subsidizes private sector **employers** who create summer jobs for young people. Under the **Experience Program**, (585-6454) Ontario government ministries offer career-related employment through their own offices and their associated community agencies.

**Start-Up** (965-3540) encourages entrepreneurial activity among young people to help them develop business skills. **Student Venture Capital** and **Youth Venture Capital** operate under the Start-Up program and make **loans** available to **students** who wish to operate summer businesses, and to young graduates wishing to operate year-round businesses. More information is available by calling the toll-free **Youth Hotline** (1-800-387-0777).

The branch funds community-based **Youth Employment Counselling Centres** which help unemployed young people who are socially, economically and/or educationally disadvantaged develop the skills necessary to secure employment.

**Youth Trusts** (965-5722) are organized through the Special Projects Unit of the Branch. These community-based action groups develop and implement plans to reduce youth unemployment at a local level. The **Youth Trust Fund** subsidizes exceptional employment-related projects and offers limited financial assistance to support Youth Trust activities where need is demonstrated.

## ACTS

SKILLS 8

## ACTS

The Minister of Skills Development administers the following Acts.

Apprenticeship and Tradesmen's Qualification Act  
Ontario Youth Employment Act

## MINISTRY OF THE SOLICITOR GENERAL

25 Grosvenor St.

Toronto M7A 1Y6

416-965-5212 General Inquiry

The Ministry of the Solicitor General was created in 1972 by an Act of that name, with responsibility for law enforcement and public safety in Ontario. Its programs include supervision of the Ontario Provincial Police, the Ontario Police Commission, the Ontario Police Arbitration Commission, the Chief Coroner's Office, the Centre of Forensic Sciences, the Office of the Fire Marshal, Forensic Pathology, and Emergency Planning.

### POLICY AND PROGRAM DEVELOPMENT DIVISION

#### LEGAL BRANCH

SOL GEN 1

25 Grosvenor St., 11th Flr.

Toronto M7A 1Y6

416-965-3440

Legal services and counselling provided to the Ministry by this branch include: interpretation of statutes and regulations; preparation and review of proposed legislation, regulations, other legal documents and litigation; settlement of claims; acting at court hearings, etc.. The Legal Branch is responsible to the Attorney General's Office.

#### LEGAL BRANCH

SOL GEN 2

##### RETAIL BUSINESS HOLIDAYS ACT

416-922-5450

The Retail Business Holidays Act referred to as the 'store closing law' came into force January 1, 1976, to provide for common days of rest on which retailing is kept to a minimum and leisure time activity is encouraged. It is enforced by the police and requires Ontario retail **business** establishments, with certain exemptions, to close each Sunday, New Year's Day, Good Friday, Victoria Day, Dominion Day, Labour Day, Thanksgiving Day, Christmas Day and Boxing Day. For legal problems or authoritative interpretations of the law, refer to the Act (available at the Ontario Government Bookstore, 880 Bay St., Toronto, 965-2054), or consult a lawyer. An explanatory pamphlet can be obtained by writing to: Store Closing Law, 25 Grosvenor St., 11th Floor, Toronto M7A 1Y6. Telephone number 922-5450 provides recorded information on the Act.

#### POLICY DEVELOPMENT AND COORDINATION BRANCH

SOL GEN 3

25 Grosvenor St., 11th Flr.

Toronto M7A 1Y6

416-965-2049

The Policy Development and Coordination Branch is responsible for defining long and short term policies on the delivery of public safety services. In addition to projects initiated by branch staff, it coordinates policy development activities undertaken by other areas of the Ministry.

COMMUNICATIONS SERVICES BRANCH

SOL GEN 4

25 Grosvenor St., 11th Flr.  
Toronto M7A 1Y6  
416-965-6170

The Communications Services Branch responds to the media, the public and Ministry staff on questions pertaining to Ministry business. It arranges interviews and news conferences for the Solicitor General and senior Ministry officials.

The Director, Communications Services Branch, prepares speeches, statements and news releases and advises the Solicitor General, Deputy Solicitor General and senior Ministry officials on communications and public relations as requested or required. The director also researches questions from the opposition parties, oversees the activities of the **French Language** Coordinator and supervises the preparation of the Ministry's annual report.

PROGRAM RESOURCES DIVISION

FINANCIAL AND ADMINISTRATION SERVICES  
BRANCH

SOL GEN 5

25 Grosvenor St., 12th Flr.  
Toronto M7A 1Y6  
416-965-8446

The branch provides the Ministry with administrative and financial services, program analysis and budgeting and accounting functions.

Accounting functions include payroll and expense account services, accounts payable, and control and recording of ministry expenditures and revenues. The branch liaises with Management Board of Cabinet, the Provincial Auditor and other government ministries and agencies. It develops the Ministry's estimates and performs program analysis and budget control functions. A financial consulting service is provided to operational programs of the Ministry.

Administrative services include purchasing of goods and services, printing and duplicating, mail and transportation services and assets management.

HUMAN RESOURCES SERVICES BRANCH

SOL GEN 6

8 York St., 2nd Flr.  
Toronto M7A 2H2  
416-965-6784

*Mailing Address:*

Human Resources Services Branch  
90 Harbour St.  
Toronto M7A 2S1

Human Resources Services Branch performs personnel functions for the Ministry, with the exception of Ontario Provincial Police (OPP) uniformed recruitment, uniformed staff development and staff relations with the Ontario Provincial Police Association (OPPA) which are the responsibility of the OPP Career Management Branch. The Human Resources Services Branch is responsible for civilian recruitment and classification (965-8404); documentation and staff relations (965-8407); attendance and workers'

compensation (965-6133). For other functions, contact 965-6784. The branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It is responsible for the establishment of ministry human resource policies and procedures, and appropriate classification and compensation levels for all ministry employees, staff recruitment, training and development, employee counselling, investigation of employee grievances, and all matters affecting working conditions and performance. Human Resources Services Branch maintains the Ministry's personnel and employee benefit records and provides liaison between the Ministry and the Civil Service Commission, Human Resources Secretariat, Management Board of Cabinet, and Ontario Public Service Employees Union (OPSEU).

#### ACCOMMODATION SERVICES BRANCH ONTARIO PROVINCIAL POLICE

SOL GEN 7

90 Harbour St.  
Toronto M7A 2S1  
416-965-3931

The Accommodation Services Branch provides coordinating services to all agencies within the Ministry for **buildings, properties**, leasing and parking requirements.

#### INFORMATION TECHNOLOGY SERVICES BRANCH

SOL GEN 8

76 College St., 5th Flr.  
Toronto M5G 2E2  
416-965-5127

The Information Technology Services Branch defines policy and strategy, providing computer systems development services for all areas of the Ministry.

#### INTERNAL AUDIT BRANCH

SOL GEN 9

25 Grosvenor St., 11th Flr.  
Toronto M7A 1Y6  
416-965-5020

Internal Audit Branch is responsible for the Ministry's audit functions which include the review and appraisal of Ministry financial, management and EDP controls.

#### PUBLIC SAFETY DIVISION

##### CENTRE OF FORENSIC SCIENCES

SOL GEN 10

25 Grosvenor St., 2nd Flr.  
Toronto M7A 2G8  
416-965-2561

The Centre of Forensic Sciences prepares legally admissible evidence for law enforcement officers, attorneys, coroners, etc., by scientific examination of physical objects and materials. It supervises Ontario's breath testing program and is responsible for the acquisition and maintenance of **breathalyzers** and the training of operators (965-9507). It maintains a **library** with **educational** programs and materials for persons and agencies using **forensic** science services.

OFFICE OF THE FIRE MARSHAL  
ADMINISTRATIVE SERVICES

SOL GEN 11

7 Overlea Blvd., 3rd Flr.  
Toronto M4H 1A8  
416-965-4868

The Administrative Services Section provides financial management, personnel, purchasing and general support services to the Office of the Fire Marshal (OFM). The Section prepares and coordinates the budgets for thirteen cost centres within Fire Safety Services. It also coordinates the requisitioning, placement repairs/maintenance and retirement of all 218 OFM **vehicles** and manages the maintenance of all related vehicle records.

The section is also responsible for the preparation and distribution of information on the location of licensed users of **radioactive** material in Ontario.

OFFICE OF THE FIRE MARSHAL  
TECHNICAL, RESEARCH AND CONSULTING SERVICES

SOL GEN 12

7 Overlea Blvd., 3rd Flr.  
Toronto M4H 1A8  
416-965-4851/55

Technical, Research and Consulting Services provides technical support in the investigation of fires, and **research** aimed at determining causes of fire. It issues **licences** to installers of **lightning rods** and inspects installations; advises ministries and agencies and participates in the development of **fire** legislating standards; assesses results of product tests for fire **safety** and approves plans for government-funded **buildings**, including institutions and **hotels**. It administers the **Fire Code Commission** and **Ontario Fire Code Regulation 730/81**, made under the Fire Marshals Act, and advises the public, architects, engineers and municipal officials, including fire departments, on fire prevention.

OFFICE OF THE FIRE MARSHAL  
FIRE INVESTIGATION SERVICES

SOL GEN 13

7 Overlea Blvd., 3rd Flr.  
Toronto M4H 1A8  
416-965-4861/4865

Fire Investigation Services investigates the causes of **fires** involving a **death** or large loss, a possibility of **arson**, or a **gaseous** explosion and assists Crown attorneys and coroners dealing with these matters. Telephone numbers for Fire investigators and the areas they serve are listed below. If an investigator is not available, notify senior investigators at the Toronto office above during normal business hours. If investigators are required between 1700 hours on Friday and 0800 hours on Monday or on statutory holidays, requests should be directed to the **Regional Dispatch Centres** listed below:

*District No. 1 Cottam*  
519-839-5177  
Weekends & Holidays  
Regional Dispatch Centre  
Chatham Fire Department  
519-352-3660  
(City of Windsor)

*District No. 2 Chatham*  
519-351-2082  
Weekends & Holidays  
Regional Dispatch Centre  
Chatham Fire Department  
519-352-3660  
(County of Kent and Essex)

*District No. 3 Ingersoll*

519-485-5676

Weekends & Holidays

Regional Dispatch Centre

Chatham Fire Department

519-352-3660

(Counties of Elgin, Middlesex and Oxford)

*District No. 4 Hamilton*

416-388-6178

Weekends & Holidays

Regional Dispatch Centre

Hamilton Fire Department

416-522-1313

(Brant County, the Region of Haldimand-Norfolk and the Region of Halton)

*District No. 5 Hamilton*

416-383-0156

Weekends & Holidays

Regional Dispatch Centre

Hamilton Fire Department

416-522-1313

(City of Hamilton)

*District No. 6 Beamsville*

416-563-4674

Weekends & Holidays

Regional Dispatch Centre

Hamilton Fire Department

416-522-1313

(Region of Niagara west of Regional Road #24 and the Region of Hamilton-Wentworth outside city of Hamilton)

*District No. 7 St. Catharines*

Regional Dispatch Centre

Hamilton Fire Department

416-522-1313

(Region of Niagara east of Regional Road #24)

*District No. 8 Guelph*

Regional Dispatch Centre

City of Chatham Fire Dept.

519-352-3660

(Region of Waterloo, Wellington County south of No. 9 Highway)

*District No. 9 Mount Forest*

519-323-4678

Weekends & Holidays

Regional Dispatch Centre

City of Chatham Fire Dept.

519-352-3660

(Counties of Huron, Bruce, Grey, Perth, Lambton and Wellington north of No. 9 Highway)

*District No. 10 Brampton*

416-453-3816

Weekends & Holidays

Regional Dispatch Centre

Hamilton Fire Dept.

416-522-1313

(Region of Peel, County of Dufferin)

*District No. 12 Frankford*

613-398-7508

Weekends & Holidays

Regional Dispatch Centre

Kingston Fire Department

613-548-4001

(Counties of Northumberland, Hastings, Victoria, Peterborough and Prince Edward)

*District No. 13 Kingston*

613-389-0839

Weekends & Holidays

Regional Dispatch Centre

Kingston Fire Department

613-548-4001

(Counties of Frontenac, Lennox and Addington, Leeds and Grenville)

*District No. 14 Cornwall*

613-528-4576

Weekends & Holidays

Regional Dispatch Centre

Kingston Fire Department

613-548-4001

(Counties of Prescott & Russell  
and Stormont, Dundas and Glengarry)

*District No. 15 Ottawa*

613-825-0336

Weekends & Holidays

Regional Dispatch Centre

Kingston Fire Department

613-548-4001

(City of Ottawa)

*District No. 16 Bracebridge*

705-645-9122

Weekends & Holidays

Regional Dispatch Centre

Sudbury Fire Department

705-674-8160

(County of Simcoe, Districts  
of Muskoka, Parry Sound,  
Haliburton and Nipissing  
South of Highway No. 17)

*District No. 17 Sudbury*

Weekends & Holidays

Regional Dispatch Centre

Sudbury Fire Department

705-674-8160

(District of Nipissing, north of Highway  
17,  
Manitoulin, and Sudbury, south of  
Highway 560 including the Region of  
Sudbury)

*District No. 18 Sault Ste. Marie*

705-949-1904

Weekends & Holidays

Regional Dispatch Centre

Sudbury Fire Department

705-674-8160

(District of Algoma)

*District No. 19 Thunder Bay*

807-577-5866

Weekends & Holidays

Regional Dispatch Centre

Sudbury Fire Department

705-674-8160

(Districts of Thunder Bay,  
Rainy River and Kenora)

*District No. 20 Metropolitan Toronto  
and Region of York*

08:00 hours to 16:15 hours

Monday to Friday

416-965-4861

Weekends, Holidays and Evenings

Central Dispatch

Toronto Fire Department

416-363-2138

(Metropolitan Toronto, West of Yonge  
St.

Region of York West of Hwy. #11.)

*District No. 21 Metropolitan Toronto  
Region of York and Region of Durham*

08:00 hours to 16:15 hours

Monday to Friday

416-965-4861

Evenings, Weekends and Holidays

Central Dispatch

Toronto Fire Department

416-363-2138

(Metropolitan Toronto East of  
Yonge St. Region of York East of  
Hwy. #11 and Region of Durham)

*District No. 22 Timmins*

705-267-4967

Weekends & Holidays

Regional Dispatch Centre

Sudbury Fire Department

705-674-8160

(Districts of Cochrane and Timiskaming,  
and Sudbury north of Highway 560)

*District No. 23 Nepean*

613-825-3789

Weekends &amp; Holidays

Regional Dispatch Centre

Kingston Fire Department

613-548-4001

(Region of Ottawa-Carleton,  
excluding the City of Ottawa,  
Lanark and Renfrew Counties)OFFICE OF THE FIRE MARSHAL  
FIRE SAFETY AND INSPECTION SERVICES

SOL GEN 14

7 Overlea Blvd., 3rd Flr.

Toronto M4H 1A8

416-963-1965

Fire Safety and Inspection Services provides **fire** safety, inspection and advisory services to a variety of facilities including **hotels, homes for special care** and motion picture **theatres**. There are 60 regional offices located throughout the province. For information call the head office, in Toronto, at the above number.

OFFICE OF THE FIRE MARSHAL  
FIRE ADVISORY SERVICES

SOL GEN 15

7 Overlea Blvd., 3rd Flr.

Toronto M4H 1A8

416-965-4857

Fire Advisory Services assists **municipalities** in establishing **fire** departments, conducts fire protection **surveys** and makes recommendations to municipal councils for improving the standards of fire prevention and fire fighting services. It prepares fire fighting equipment specifications, assists fire departments in developing and improving their fire prevention and training programs; and develops and monitors **Northern Ontario** fire protection programs, providing related **statistics**.

Fire Advisory Services also administers the **Provincial Auto Extrication Grant Program** to assist municipalities in purchasing equipment used for rescuing victims in traffic **accidents**.

*Headquarters*

7 Overlea Blvd.

Toronto M4H 1A8

416-965-4857

*Barrie District*

44 Carol Rd.

Barrie L4N 3P7

705-722-1199

(County of Simcoe  
District of Muskoka)*Belleville District*

252 College St. W.

Belleville K8P 2H5

613-962-6391

(Counties of Hastings,  
Northumberland & Prince Edward)*Burlington District*

6606 Panton St.

Kilbride L0P 1G0

416-335-5909

(Regions of Halton &amp; Peel)

*Chatham District*

9 Spring Place

**Chatham N7L 4N8**

519-351-3175

(Counties of Essex, Kent & Lambton)

*Dryden District*

c/o 7 Overlea Blvd.

**Toronto M4H 1A8**

416-965-4857

(District of Kenora)

*Kingston District*

212 Camberley Cres.

**Kingston K7M 4C4**

613-384-1315

(Counties of Frontenac, Leeds & Grenville, Lennox & Addington)

*London District*

322 Admiral Dr.

**London N5J 1J1**

519-452-3060

(Counties of Elgin, Huron & Middlesex)

*York-Metro District*

357 Harewood Blvd.

**Newmarket L3Y 6S5**

416-898-6304

(Regions of Metropolitan Toronto & York)

*New Liskeard District*

Box 2502, Conc. 2

Harris Twp.

**New Liskeard P0J 1P0**

705-647-4935

(Districts of Cochrane & Timiskaming)

*Niagara District*

8 Atwood Cres.

**Simcoe N3Y 5A4**

519-426-8112

(Regions of Haldimand-Norfolk, Hamilton-Wentworth, Niagara & County of Brant & Oxford)

*North Bay District*

178 Beverly Rd.

**North Bay P1B 7P8**

705-472-5081

(Districts of Nipissing & Parry Sound)

*Ottawa District*

349 Montgomery St.

**Vanier K1L 7X1**

613-749-4401

(Region of Ottawa, Counties of Prescott & Russell, & Stormont, Dundas & Glengarry)

*Owen Sound District*

R.R. 2

**Kemble N0H 1S0**

519-371-4311

(Counties of Bruce, Dufferin & Grey)

*Peterborough District*

Fairbairn St., R.R. 2

**Peterborough K9J 6X3**

705-748-5062

(Region of Durham, Counties of Haliburton, Peterborough & Victoria)

*Renfrew District*

863 Kedrosky Dr.

**Renfrew K7V 4C8**

613-432-8674

(Counties of Lanark & Renfrew)

*Sault Ste. Marie District*

247 Glen Ave.

**Sault Ste. Marie P6A 5E3**

705-942-6610

(District of Algoma)

*Sudbury District*

1605 Shadybrook Place

**Sudbury P3A 5H3**

705-566-7720

(District of Manitoulin & Sudbury, & Region of Sudbury)

*Thunder Bay East District*  
46 Enniskillen Ave.  
**Thunder Bay P7B 4L7**  
807-344-4687  
(District of Thunder Bay)

*Thunder Bay West District*  
435 Simon Frazer Dr.  
**Thunder Bay P7C 4Z9**  
807-475-0536  
(District of Rainy River)

*Waterloo District*  
617 Pine Island Cres.  
**Waterloo N2V 1M5**  
519-885-5988  
(Region of Waterloo, Counties  
of Perth & Wellington)

OFFICE OF THE FIRE MARSHAL  
PUBLIC INFORMATION  
7 Overlea Blvd., 3rd Flr.  
Toronto M4H 1A8  
416-965-4871

SOL GEN 16

The Public Information Section has an information service on **fire** prevention and public **safety**. It releases articles and information to the news media and supplies **municipal** fire departments with technical, legal and educational publications for public distribution. The Section also publishes fire loss **statistics** and makes **films** and **audio-visual** materials available to community groups, corporations, fire departments and interested members of the public.

OFFICE OF THE FIRE MARSHAL  
STATISTICAL SERVICES  
7 Overlea Blvd., 3rd Flr.  
Toronto M4H 1A8  
416-965-5524

SOL GEN 17

Statistical Services compiles information from approximately ten thousand occurrence reports, comprised of fire, vehicles, response and casualty records, received each month from all the fire departments in Ontario. The information is keyed and transmitted each month to a central **computer** system which provides **statistical** and investigation information to fire investigators, insurance companies, other government agencies, news media, private companies and all fire departments in Ontario. The data is also used to compile '**Fire Losses in Ontario**', published annually.

OFFICE OF THE FIRE MARSHAL  
ONTARIO FIRE COLLEGE  
P.O. Box 850  
Gravenhurst P0C 1G0  
705-687-2294

SOL GEN 18

The Ontario Fire College offers in-residence courses of study in fire protection technology to **municipal** fire department officers. Together with Fire Advisory Services, it conducts regional training for municipal fire fighters in the basic skills of fire prevention and fire fighting. It also offers curriculum assistance in the development of fire fighter training programs to county mutual fire aid associations.

OFFICE OF THE CHIEF CORONER

SOL GEN 19

26 Grenville St., 2nd Flr.

Toronto M7A 2G9

416-965-6678

After Hours: 416-965-6006

**Coroners** investigate sudden and unexpected **deaths**; inform the public about prevention of similar deaths; order **autopsies** for medico-legal reasons; conduct **inquests**; sign certificates for **cremation** and for shipment of bodies out of Ontario. The office administers the **Human Tissue Gift Act** and the **Anatomy Act** (concerning donation of bodies or parts of bodies for transplants, medical education or scientific research). Adults may give consent by signing the donor section of **driver licences** or a donor card available from the Office of the Chief Coroner; orally, during last illness in the presence of at least two witnesses; or in writing. The office inspects **schools** of anatomy in Ontario and supplies them with donated or unclaimed bodies. Contact Office of the Chief Coroner listed above or regional coroners listed below.

*Regional Coroner*

P. O. Box 3000

**Dryden P8N 3B3**

807-223-6956

(Northwestern Region)

*Regional Coroner*

P. O. Box 604

**Sarnia N7T 7J4**

519-344-1180

(Southwestern Region)

*Regional Coroner*

275 Ontario St., Ste. 402

**Kingston K7K 2X5**

613-548-6780

(Eastern Region)

*Regional Coroner*

P. O. Box 580

**St. Catharines L2R 6W8**

416-682-9209

(Niagara Region)

*Regional Coroner*

P. O. Box 2297

**Orillia L3V 6S2**

705-326-8400

(South Georgian Bay Region)

*Regional Coroner*

26 Grenville St.

**Toronto M7A 2G9**

416-965-6678

(Central and Metro Toronto Region)

*Regional Coroner*

16 Seguin St., Ste. 9

**Parry Sound P2A 1B1**

705-746-2123

(Algonquin Region)

FORENSIC PATHOLOGY BRANCH

SOL GEN 20

26 Grenville St.

Toronto M7A 2G9

416-965-1554

The Forensic Pathology Branch assists in determining the cause of **deaths** in unusual circumstances and in unveiling concealed homicides through **autopsies**, biological and other techniques of **forensic** science. The branch supervises regional pathologists (who are not necessarily employed by the government but are called upon by coroners when necessary

to perform forensic investigations). It supports pathologists' and law enforcement officers' continuing **education** in legal medicine and investigations of sudden deaths.

**EMERGENCY PLANNING OFFICE**  
25 Grosvenor St., 1st Flr.  
Toronto M7A 1Y6  
416-965-6932

SOL GEN 21

The Emergency Planning Office, under the Public Safety Division, became active in May, 1980. With the objective of coordinating **emergency** planning in Ontario, the office's functions include: advising the Cabinet Committee on Emergency Planning; administering tasks set forth in the Province of Ontario **Nuclear** Contingency Off-site Plan; coordinating the planning for those categories of emergency assigned to the Solicitor General; monitoring other provinces' emergency plans; facilitating inter-ministry/agency coordination in emergency planning and operations; liaising with and assisting federal, provincial, municipal and private sector contributors meeting emergencies in Ontario; arranging for the loan of films/videotapes from the Federal Study Centre; organizing attendance at emergency planning courses/seminars held at the Federal Study Centre in Arnprior, Ontario; processing applications/claims for funds made available by the Federal government for emergency planning and preparedness under the **Joint Emergency Planning Program (JEPP)**.

**OFFICE OF THE COMMISSIONER  
ONTARIO PROVINCIAL POLICE**

**PROFESSIONAL STANDARDS BRANCH**  
**ONTARIO PROVINCIAL POLICE**  
90 Harbour St.  
Toronto M7A 2S1  
416-965-2264

SOL GEN 22

The Professional Standards Branch assists the Commissioner in administering internal **employee** issues, discipline procedures and the resolution of **public complaints** (965-0282) as they relate to all Ontario Provincial Police employees, auxiliary **police** members, **Ontario Government Protective Service** employees and Indian reserve special constables. The branch investigates **Police Act** offenses (965-0282) and prepares Police Act **trials**. It also administers the OPP honours and **awards** program (965-4406).

**PROGRAM AUDIT AND EVALUATION BRANCH**  
**ONTARIO PROVINCIAL POLICE**  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4434

SOL GEN 23

The Program Audit and Evaluation Branch conducts comprehensive **audits** of the programs and activities of the Ontario Provincial Police (OPP) to ensure that the aims of senior management are being met through the effective and efficient utilization of resources. The branch also undertakes special studies and assignments.

**DEPUTY COMMISSIONER-SERVICES  
PERSONNEL MANAGEMENT DIVISION**

TRAINING BRANCH  
PROVINCIAL POLICE ACADEMY  
Queen St. W. & McLaughlin Rd. S.  
P.O. Box 266  
Brampton L6V 2L1  
416-459-4193  
416-965-4818  
416-965-4904

SOL GEN 24

The Training Branch is responsible for the design and delivery of **police** training courses to all levels of the Ontario Provincial Police (OPP) Force including recruit, advanced law enforcement and management. The Branch also offers a wide range of specialized training courses on tactics, search and rescue, marine, crowd management, scuba, motorcycle, explosives disposal and police dogs and gives in-service lectures for field personnel. The Academy provides a **library** service for members and an **audio-visual** unit which produces a variety of programs for the OPP. The Branch also coordinates the attendance of all members at training courses conducted by other agencies.

CAREER MANAGEMENT BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4468

SOL GEN 25

The Career Management Branch is divided into sections to administer **personnel** services to the Ontario Provincial Police (OPP). Manpower Administration Section (965-8120) handles uniformed staff recruitment, manpower deployment and statistics, and uniformed staff personnel records. Career Planning Section (965-4468) provides staff development, management training courses, a central **library** for staff use, promotional process-performance reviews and position description maintenance. Human Resources Allocation Section (965-8219) coordinates postings and transfers within the Force and maintains a computerized human resource inventory. Staff Relations Section (965-4468) offers services to OPP staff and families, counselling for employees with problems which affect performance, and liaises with the **Ontario Provincial Police Association**.

**DEPUTY COMMISSIONER-ADMINISTRATION  
SUPPORT SERVICES DIVISION**

TRANSPORT BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4477

SOL GEN 26

The Transport Branch provides and maintains the mobile equipment to meet Ontario Provincial Police (OPP) **transportation** needs. A branch garage is located at the OPP district headquarters in Thunder Bay (807-344-8421). OPP district headquarters are listed under the OPP Field Districts entry.

QUARTERMASTER STORES BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 27

90 Harbour St.  
Toronto M7A 2S1  
416-965-4485

The branch stocks and distributes uniforms, equipment, and forms used by the Ontario Provincial Police (OPP), the **Ontario Government Protective Service**, Native peoples policing and auxiliary **police**. A repository is maintained for **weapons** seized by police forces throughout the Province which have been cleared by the courts for disposal.

RECORDS MANAGEMENT BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 28

90 Harbour St.  
Toronto M7A 2S1  
416-965-4456

Records Management Branch maintains major occurrences and administrative files and provides a photographic laboratory, varityping, printing and mail services for the OPP. The **Crime Index Unit** records and disseminates data on criminals and their activities to assist in identifying perpetrators of unsolved crime. The Photographic **Laboratory** maintains a graphic arts and **photographic** service and operates an automated colour processing laboratory for the OPP; serves as a resource centre for photographic equipment testing and evaluation of materials; produces **audio-visual** programs for the OPP and other ministries and offers a drafting and design service.

PLANNING AND TECHNOLOGY DIVISION

POLICY AND PLANNING BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 29

90 Harbour St.  
Toronto M7A 2S1  
416-965-2542

Policy and Planning Branch provides management and operational research, and developmental support to Ontario Provincial Police (OPP) management and the Ministry in the areas of policy and procedures, manual systems, **records** storage and maintenance, and **statistical** analysis.

COMPUTER SERVICES BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 30

90 Harbour St.  
Toronto M7A 2S1  
416-965-2638

The Computer Services Branch develops, maintains and operates computer services for the Ontario Provincial Police (OPP), the Ministry and other approved law enforcement agencies.

TELECOMMUNICATIONS BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 31

90 Harbour St.  
Toronto M7A 2S1  
416-965-4445

Telecommunications Branch provides a **communications** system to the Ontario Provincial Police (OPP) by the operation of the OPP **radio** system, **Canadian Police Information Centre (CPIC)** computer terminals (965-4773) and the **Police Automated Registration Information System (PARIS)**. The branch is responsible for maintenance and auditing of these systems, maintenance and improvement of the radio system, procurement and maintenance of radar **speed** metering equipment, and coordination of all **telephone** requirements. The **Suspension Control Centre** which provides driver licence suspension information to police forces within the province, is housed within the Telecommunications Branch.

DEPUTY COMMISSIONER - FIELD  
FIELD OPERATIONS DIVISION

FIELD COORDINATION BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 32

90 Harbour St.  
Toronto M7A 2S1  
416-965-4890

Field Coordination Branch provides coordination and liaison for Field Operations Division and 16 districts. Responsibilities encompass coordination of division, branch and district budgets; purchasing and inventory procedures; a district and detachment planning program; the **Home Owner Employee Relocation Plan** for the entire Ministry; and supervision of the **Helicopter** Section.

FIELD DISTRICTS  
ONTARIO PROVINCIAL POLICE

SOL GEN 33

The Ontario Provincial Police (OPP) field operations are undertaken through 16 districts and 189 detachments listed below. The district commander is responsible for OPP activities within each district and heads an internal administration unit. Each district headquarters has **criminal**, **traffic** and **identification** units and a community services coordinator. With the exception of the community services coordinator, district headquarters personnel primarily provide internal supervision and support for the OPP detachments.

Detachment personnel provide enforcement and investigative policing services within their particular detachment area. In **emergencies**, the OPP can be contacted through the telephone operator by asking for Zenith 50000.

DISTRICT HEADQUARTERS

20 Rose St.  
Box 550  
**Barrie L4M 4T7**  
705-726-2220  
(District 7)

400 North Front St.  
Box 148  
**Belleville K8N 4Z9**  
613-968-5547  
(District 9)

1160 North Shore Blvd. E.  
Box 5021  
**Burlington L7R 3Y8**  
416-681-2591  
(District 3)

317 Queen St.  
Box 990  
**Chatham N7M 5L6**  
519-352-7660  
(District 1)

222 Water St.  
Box 1080  
**Kenora P9N 3X7**  
807-468-3357  
(District 17)

823 Exeter Rd.  
**London N6E 1W1**  
519-681-0851  
(District 2)

Mille Roches Rd.  
Box 430  
**Long Sault K0C 1P0**  
613-534-2209  
(District 11)

630 Main St. N.  
Box 250  
**Mount Forest N0G 2L0**  
519-323-4070  
(District 6)

Chippewa & Rose Ave.  
Box 686  
**North Bay P1B 8J8**  
705-476-5200  
(District 12)

75 Dufferin St.  
Box 160  
**Perth K7H 3E3**  
613-267-6780  
(District 10)

453 Lansdowne St. E.  
Box 477  
**Peterborough K9J 6Z6**  
705-748-5522  
(District 8)

740 Great Northern Rd.  
Box 399  
**Sault Ste. Marie P6A 5M1**  
705-254-4361  
(District 14)

Hwy. 101  
Box 700  
**South Porcupine P0N 1H0**  
705-235-3255  
(District 15)

Hwy. 69 S., McFarlane Lake  
Box 666  
**Sudbury P3E 4R6**  
705-522-0629  
(District 13)

489 N. Algoma St.  
Box 3080  
**Thunder Bay P7B 5G5**  
807-344-0891  
(District 16)

300 Falstaff Ave.  
**Toronto M6L 2G1**  
416-248-3151  
(District 5)

## DETACHMENTS

Box 965  
**Alliston L0M 1A0**  
705-435-5531

Box 640  
**Almonte K0A 1A0**  
613-256-2222

Loyalist Plaza  
3 Manitou Cres. W.  
**Amherstview K7N 1S3**  
613-389-8601

Box 10  
**Apsley K0L 1A0**  
705-656-4431

Box 10  
**Armstrong P0T 1A0**  
807-583-2394

Town Hall, Box 337  
**Arnprior K7S 3H6**  
613-623-3131

Box 130  
**Atikokan P0T 1C0**  
807-597-2120

Box 281  
**Bala P0C 1A0**  
705-762-3304

Box 640  
**Bancroft K0L 1C0**  
613-332-2112

Box 550  
**Barrie L4M 4T7**  
705-726-6484

Box 180  
**Beardmore P0T 1G0**  
807-875-2125

Box 860  
**Beaverton L0K 1A0**  
705-426-7366

Box 308  
**Belle River N0R 1A0**  
519-728-1810

Box 148  
**Belleville K8N 4Z9**  
613-968-6495

Box 387  
**Blenheim N0P 1A0**  
519-676-3300

Box 400  
**Blind River P0R 1B0**  
705-356-2244

Box 510  
**Bracebridge P0B 1C0**  
705-645-2211

Box 220  
**Bradford L3Z 2A8**  
416-775-3326

Box 334  
**Brantford N3T 5N3**  
519-753-4161

Box 117  
**Brighton K0K 1H0**  
613-475-1313

Parkedale Ave.  
**Brockville K6V 5T6**  
613-345-1790

Box 514  
**Burk's Falls P0A 1C0**  
705-382-2015

Box 5021  
**Burlington L7R 3Y8**  
416-681-2511

General Delivery  
**Caledon East L0N 1E0**  
416-584-2241  
416-454-0552

Box '90  
**Campbellford K0L 1L0**  
705-653-3300

Box 337  
**Casselman K0A 1M0**  
613-764-5415

Box 148  
**Cayuga N0A 1E0**  
416-772-3322  
416-529-8708

Box 70  
**Central Patricia P0V 3A0**  
 807-928-2211

Box 250  
**Chapleau P0M 1K0**  
 705-864-1715

Box 990  
**Chatham N7M 5L6**  
 519-352-1122

Box 329  
**Coboconk K0M 1K0**  
 705-454-3311

Box 8  
**Cobourg K9A 4K2**  
 416-372-5421

Box 98  
**Cochrane P0L 1C0**  
 705-272-4391

Box 340  
**Dowling P0M 1R0**  
 705-855-4525

300 Falstaff Ave.  
**Downsview M6L 2G1**  
 416-248-3151

Box 550  
**Dryden P8N 2Z2**  
 807-223-2221

Box 9  
**Dutton N0L 1J0**  
 519-762-2833

Box 126  
**Ear Falls P0V 1T0**  
 807-222-3112

Third St.  
**Elk Lake P0J 1G0**  
 705-678-2226

6 Oakland Blvd.  
 Box 201  
**Elliot Lake P5A 2J7**  
 705-848-2738  
 705-848-6585

Box 189  
**Elmvale L0L 1P0**  
 705-322-2424

Box 353  
**Emo P0W 1E0**  
 807-482-2070

Box 1019  
**Englehart P0J 1H0**  
 705-544-2233

Box 1123  
**Espanola P0P 1C0**  
 705-869-1211

Box 910  
**Essex N8M 2Y2**  
 519-776-5276

Box 1720  
**Exeter N0M 1S0**  
 519-235-1300

Box 160  
**Foleyet P0M 1T0**  
 705-899-2456

Box 130  
**Forest N0N 1J0**  
 519-786-2349

Box 130  
**Gananoque K7G 2T7**  
 613-382-2195

**Geraldton P0T 1M0**  
 807-854-1333

Box 306  
**Glencoe N0L 1M0**  
 519-287-2620

Box 6  
**Goderich N7A 3Y5**  
519-524-8314

Box 40  
**Gogama P0M 1W0**  
705-894-2345

Box 224  
**Gore Bay P0P 1H0**  
705-282-2621

2021 Division Rd. N.  
Gosfield South Twp.  
**Kingsville N9Y 2Y9**  
519-733-2345

General Delivery  
**Grassy Narrows P0X 1B0**  
807-925-2221

218 Bristol St.  
**Guelph N1H 3M4**  
519-822-7250

Box 458  
**Haileybury P0J 1K0**  
705-672-3323

Box 305  
**Hawkesbury K6A 2R9**  
613-632-2729

Box 608  
**Hearst P0L 1N0**  
705-362-4245

Box 10  
**Hornepayne P0M 1Z0**  
807-868-2315/19

Box 1056  
**Huntsville P0A 1K0**  
705-789-5551

Box 158  
**Ignace P0T 1T0**  
807-934-2265

Box 388  
**Iroquois Falls P0K 1E0**  
705-232-4087

Box 10  
**Kakabeka Falls P0T 1W0**  
807-577-4226

Box 10  
**Kaladar K0H 1Z0**  
613-336-2244

Box 13490  
**Kanata**  
Ottawa K2K 1X6  
613-592-6061

Box 277  
**Kapuskasing P5N 2Y4**  
705-335-2238

Box 160  
**Kemptville K0G 1J0**  
613-258-3441

Box 1080  
**Kenora P9N 3X7**  
807-468-8971

Hwy. 60, R.R. 2  
**Killaloe K0J 2A0**  
613-757-2600

**Killarney P0M 2A0**  
705-287-2881

Box 40  
**Kincardine N0G 2G0**  
519-396-3341

Box 37, Stn. 'A'  
**Kingston K7M 6P9**  
613-384-2400

*Kingston Municipal Det.*  
Box 37, Stn. 'A'  
**Kingston K7M 6P9**  
613-384-4700

Box 246  
**Kirkland Lake P2N 3H7**  
 705-567-5355

Box 276  
**Kitchener N2G 3X9**  
 519-744-8131

Box 160  
**Lancaster K0C 1N0**  
 613-347-2449

21 Angeline St. N.  
**Lindsay K9V 5B7**  
 705-324-6741

Box 70  
**Lion's Head N0H 1W0**  
 519-793-3332

Box 160  
**Listowel N4W 3H2**  
 519-291-1414

Box 490  
**Little Current P0P 1K0**  
 705-368-2200

823 Exeter Rd.  
**London N6E 1W1**  
 519-681-0300

Box 218  
**Longlac P0T 2A0**  
 807-876-2248

Box 430  
 Mille Roches Rd.  
**Long Sault K0C 1P0**  
 613-534-2223

Box 269  
**Lucan N0M 2J0**  
 519-227-4423

Box 490  
**Madoc K0K 2K0**  
 613-473-4234

Box 23  
 Malden Twp.  
**Amhersburg N9V 2Z2**  
 519-736-3483

**Manitouwadge P0T 2C0**  
 807-826-4641

Box 39  
**Manitowaning P0P 1N0**  
 705-859-3155

Box 909  
**Manotick K0A 2N0**  
 613-692-2525  
 613-692-2813

Box 490  
**Marathon P0T 2E0**  
 807-229-0220

Box 433  
**Markdale N0C 1H0**  
 519-986-2211

Box 602  
**Matheson P0K 1N0**  
 705-273-2213

770 John St.  
**Mattawa P0H 1V0**  
 705-744-5503

Box 430  
**Maxville K0C 1T0**  
 613-527-2124

Box 1028  
**Meaford N0H 1Y0**  
 519-538-1220

Box 27  
**Merlin N0P 1W0**  
 519-689-4254

Box 250  
**Midland L4R 4K8**  
 705-526-3761

Box 130  
**Millbrook L0A 1G0**  
705-932-2913

203 Steeles Ave.  
**Milton L9T 1Y1**  
416-878-2307

Box 1  
**Minaki P0X 1J0**  
807-224-3341

Box 188  
**Mindemoya P0P 1S0**  
705-377-5386

Box 58  
**Minden K0M 2K0**  
705-286-1431

Box 278  
**Moosonee P0L 1Y0**  
705-336-2320

Box 667  
**Morrisburg K0C 1X0**  
613-543-2949

Box 250  
630 Main St. N.  
**Mount Forest N0G 2L0**  
519-323-3130

Box 360  
**Nakina P0T 2H0**  
807-329-5364

470 Centre St.  
**Napanee K7R 1P8**  
613-354-3369/2123

Box 280  
**Newcastle L0A 1H0**  
416-987-4060

Box 358  
**Niagara Falls L2E 6T8**  
416-356-1311  
416-382-3884

Box 189  
**Nipigon P0T 2J0**  
807-887-2637

Box 96  
**Noelville P0M 2N0**  
705-898-2211

Box 68  
Norfolk  
**Port Rowan N0E 1M0**  
519-586-3526  
519-875-2980

Box 686  
Chippewa & Rose Ave.  
**North Bay P1B 8J8**  
705-472-4343

Oak Ridges  
Box 2390  
**Richmond Hill L4E 1A5**  
416-773-5281  
416-773-3411

Box 206  
**Orillia L3V 6J3**  
705-326-3536

Ottawa  
Box 13490  
**Ottawa K2K 1X6**  
613-828-9171

Box 486  
**Owen Sound N4K 5P7**  
519-376-3433

Box 67  
**Parkhill N0M 2K0**  
519-294-6242

Box 458  
**Parry Sound P2A 2X5**  
705-746-4225

Box 185  
**Pembroke K8A 4M2**  
613-735-0188

Box 160  
Perth K7H 3E3  
613-267-2626

Box 477  
Peterborough K9J 6Z6  
705-742-0401

Box 400  
Petrolia N0N 1R0  
519-882-1011

Box 1490  
Picton K0K 2T0  
613-476-2151

Box 460  
Pinery Park  
Grand Bend N0M 1T0  
519-243-2735

Box 39  
Port Burwell N0J 1T0  
519-874-4433

49 S. Service Rd.  
Port Credit  
Mississauga L5G 2R8  
416-278-6131

Box 99  
Powassan P0H 1Z0  
705-724-2016

Box 399  
Prescott KOE 1T0  
613-925-4221

Box 10  
Rainy River P0W 1L0  
807-852-3972

Howey St.  
Red Lake P0V 2M0  
807-727-2418

532 Stewart St. N.  
Renfrew K7V 1Y6  
613-432-5811

Box 730  
Ridgetown N0P 2C0  
519-674-5496

350 Springfield Rd.  
Rockcliffe Park K1M 0K7  
613-749-9220

Box 520  
Rockland K0A 3A0  
613-446-5124

Box 149  
Rolphton K0J 2H0  
613-586-2283

Box 173  
St. Thomas N5P 3T7  
519-631-2920

Box 399  
740 Great Northern Rd.  
Sault Ste. Marie P6A 5M1  
705-759-1100

Box 400  
Schreiber P0T 2S0  
807-824-2333

Box 38  
Sebringville N0K 1X0  
519-393-6123

R. R. 2  
Shabaqua  
Kaministiquia P0T 1X0  
807-933-4462

Box 220  
Sharbot Lake K0H 2P0  
613-279-2195

Box 519  
Shelburne L0N 1S0  
519-925-3838

Box 738  
Simcoe N3Y 4T2  
519-426-3434

**450 Ministry of the Solicitor General**

Box 128  
**Sioux Lookout P0V 2T0**  
807-737-2020

Box 355  
**Sioux Narrows P0X 1N0**  
807-226-5211

Box 880  
**Smooth Rock Falls P0L 2B0**  
705-338-2711

Box 130  
**Sombra N0P 2H0**  
519-892-3404

Hwy. 101, Box 700  
**South Porcupine P0N 1H0**  
705-235-3345

Box 220  
**Spanish P0P 2A0**  
705-844-2424

Box 970  
**Stayner L0M 1S0**  
705-428-3134

Box 130  
Still River  
**Britt P0G 1A0**  
705-383-2231

Box 69  
**Strathroy N7G 3J1**  
519-245-2323

Box 1000  
**Sturgeon Falls P0H 2G0**  
705-753-2990

Box 666  
Hwy. 69 S., McFarlane Lake  
**Sudbury P3E 4R6**  
705-522-3388

917 Lesperance Rd.  
**Tecumseh N8N 1W9**  
519-735-2424

Box 340  
**Temagami P0H 2H0**  
705-569-3633

Box 160  
**Thessalon P0R 1L0**  
705-842-3243

Box 3080  
**Thunder Bay P7B 5G5**  
807-344-8421

Box 96  
**Tillsonburg N4G 4H3**  
519-842-3633

**Upsala P0T 2Y0**  
807-986-2211

Box 159  
**Virginiatown P0K 1X0**  
705-634-2151

Highway 17  
**Vermilion Bay P0V 2V0**  
807-227-2024

Box 247  
**Walkerton N0G 2V0**  
519-881-3130

805 Murray St.  
**Wallaceburg N8A 1W5**  
519-627-1401

Box 100  
**Warren P0H 2N0**  
705-967-2913

Box 140  
**Wasaga Beach L0L 2P0**  
705-429-3575

Box 19  
**Wawa P0S 1K0**  
705-856-2233

Box 99  
**Welland L3B 5P2**  
416-732-1368

Box 31  
Westport K0G 1X0  
613-273-2812

Box 98  
West Carleton Twp.  
Carp K0A 1L0  
613-839-5566

Box 81  
Wheatley N0P 2P0  
519-825-4313

Box 57  
Whitby L1N 5R7  
416-668-3388  
416-686-4581  
416-725-6581

Box 249  
White River P0M 3G0  
807-822-2112

Box 131  
Whitney K0J 2M0  
613-637-2622

Box 460  
Wiarton N0H 2T0  
519-534-1323

Box 423  
Winchester K0C 2K0  
613-774-2603

Box 24  
Wingham N0G 2W0  
519-357-1331

Box 38  
Woodstock N4S 7W5  
519-539-9811

## FIELD SUPPORT DIVISION

COMMUNITY SERVICES BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4474

SOL GEN 34

Community Services Branch administers **crime** prevention and **safety** programs and provides public relations and information services for the Ontario Provincial Police (OPP) force. Program delivery is handled by the field offices listed under the Ministry of the Solicitor General OPP Field Districts entry.

INDIAN AND MUNICIPAL POLICING BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4308

SOL GEN 35

Indian and Municipal Policing Branch is responsible for **Native peoples** policing in Ontario as well as **municipal** policing contracts and extended service offices. Programs include the appointment of special constables at the request of **Indian Band Councils** to **police** their particular reserves. The Ontario Provincial Police (OPP) administer the training, salary and equipment of special constables through the provisions of the **federal-provincial** cost-sharing agreement. Municipal policing agreements are drawn up between various municipalities and the Ministry of the Solicitor General. The **Extended Service Office Program (Storefront Policing)** is an additional service provided to small

municipalities which do not have their own police or a regular OPP detachment. District headquarters and detachments are listed in the OPP Field Districts entry.

SPECIAL FIELD UNITS BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4400

SOL GEN 36

Special Field Units Branch administers the **OPP Auxiliary Police Program**. Members of the auxiliary are utilized to augment the regular force and to assist with regular police duties. Those interested may apply at the local Ontario Provincial Police (OPP) detachment. Requirements to become a member of the OPP Auxiliary are similar to those of the regular force. The branch monitors the training and operational aspects of regular force Tactics and Rescue Units, Canine Units, Underwater Search and Recovery Units, Identification Units and Explosives Disposal Units. It liaises with the Ministry of Natural Resources on **flood** control advisory information and with other agencies on **emergency planning** matters. Ontario Provincial Police district headquarters and detachments are listed under the OPP Field Districts entry.

TRAFFIC AND MARINE BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-5444

SOL GEN 37

The Traffic and Marine Branch provides traffic resource expertise for the Ontario Provincial Police (OPP) and other police forces. It investigates serious **motor vehicle** collisions to ascertain **accident** causation and determine means to make **highways** safer. It develops, coordinates and maintains effective and efficient **traffic** enforcement programs to reduce traffic collisions and associated losses.

The Branch also enforces the **Dangerous Goods Awareness and Enforcement Program**, manages the **Waterways Policing Program**, and liaises with the Ministry of Natural Resources and the Canadian Coast Guard on marine matters within the Province.

District headquarters and detachments are listed under the OPP Field District entry. In case of an emergency, the OPP can be contacted through the telephone operator by asking for Zenith 50000.

## DEPUTY COMMISSIONER - INVESTIGATIONS INVESTIGATION DIVISION

ANTI-RACKETS BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-8117

SOL GEN 38

The Anti-Rackets Branch offers assistance to all police forces and government agencies in Ontario on investigations into white collar **crime** including computer crimes, financial institutions, general frauds, **counterfeiting** and **forgery**. District headquarters and detachments are listed under the OPP Field Districts entry.

CRIMINAL INVESTIGATION BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 39

90 Harbour St.  
Toronto M7A 2S1  
416-965-8105

The Criminal Investigation Branch is responsible for homicide investigations in the Ontario Provincial Police (OPP) force jurisdiction. It also assists the force, all **police** forces in Ontario and other Ontario government agencies in the investigation of serious **criminal** activities.

SPECIAL INVESTIGATIONS BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 40

90 Harbour St.  
Toronto M7A 2S1  
416-965-8114

The branch provides assistance to Crown attorneys, law enforcement and other government agencies.

The Drug Enforcement Section (965-8114) administers **drug** enforcement activities for the force and conducts investigations through units deployed throughout the province. Field Drug Units are located in: Kenora (807-468-9157); Kingston (613-546-6621); London (519-455-4311); North Bay (705-476-4279).

The Gaming Section (965-8114) investigates offences relating to illegal **gambling** and **betting** and liaises with the Lotteries Branch of the Ministry of Consumer and Commercial Relations. A special unit within the Gaming Section deals with improprieties in thoroughbred and standardbred **horse racing**.

Project 'P' (965-1736) is a section within the branch involved in the investigation and control of **pornography**. A section in the branch also handles investigations into **hate literature** (965-3112).

The Auto Theft Section (965-8049) deals with thefts of **motor vehicles**, including organized vehicle theft rings, and provides expert vehicular (or parts) identification.

INVESTIGATION SUPPORT DIVISION

INTELLIGENCE BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 41

90 Harbour St.  
Toronto M7A 2S1  
416-965-8108

The Intelligence Branch anticipates, prevents and monitors criminal activities with respect to an identifiable person or groups of persons involved in organized or sophisticated and professional **crime**. District headquarters and detachments are listed under the OPP Field Districts entry.

SECURITY BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-8111

SOL GEN 42

This Branch provides police security for top government officials and visiting dignitaries. It offers expertise on all aspects of physical **security** to Ontario government ministries. The **Ontario Government Protective Services** uniformed **security guards** patrol Ontario Government **buildings** in Metro Toronto.

TECHNICAL SUPPORT BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1

SOL GEN 43.

416-965-6176 (Administration & General Inquiries)  
416-965-7651 (Equipment Maintenance & Development)  
416-965-6443 (Forensic Identification Services)  
416-965-7652 (Photographic Surveillance)  
416-965-8125 (Physical Surveillance)  
416-965-7652 (Polygraph Services)  
416-965-8130 (Technical Installation)  
426-965-7742 (Technical Investigation Coordination)

Technical Support Branch gives operational support such as photographic, technical and physical **surveillance**, polygraph examination and **forensic** identification services to **criminal** investigations conducted by other branches and field units of the Ontario Provincial Police (OPP). The same specialized services are available to municipal police forces, other ministries and enforcement agencies on request.

REGISTRATION BRANCH  
PRIVATE INVESTIGATORS, SECURITY GUARDS  
ONTARIO PROVINCIAL POLICE  
125 Lakeshore Blvd. E.  
Toronto M5E 1A5  
416-965-6429

SOL GEN 44

The Registrar of Private Investigators and Security Guards (965-5814) investigates and approves the **licensing** of agencies that provide the services of **private investigators** and **security guards**. It also licences agency employees to act as private investigators or security guards. Ontario Provincial Police (OPP) district headquarters are listed under the OPP Field Districts entry.

REGISTRATION BRANCH  
CHIEF PROVINCIAL FIREARMS OFFICER  
ONTARIO PROVINCIAL POLICE  
125 Lakeshore Blvd. E.  
Toronto M7A 2S1  
416-965-5525

SOL GEN 45

The Chief Provincial Firearms Officer recommends the issuance of **firearms** registration certificates and approves **permits** to carry restricted weapons in Ontario, as outlined in the Criminal Code (Canada). This office represents the Solicitor General in all firearms

matters. Its functions include administration of the **Firearms Business Permit System** (inspection and **licensing** of all firearms business outlets, i.e., selling or manufacturing restricted and non-restricted weapons and **ammunition**); coordination of the **Firearms Acquisition Certificate System**, and inspection of **shooting clubs** for the Solicitor General's approval. Firearms **transport** permits and acquisition certificates are issued by municipal police forces in municipalities with populations exceeding 15,000. In smaller communities, contact the local Ontario Provincial Police (OPP) Detachment, listed under the OPP Field Districts entry.

## ONTARIO POLICE ARBITRATION COMMISSION

### ONTARIO POLICE ARBITRATION COMMISSION

SOL GEN 46

25 Grosvenor St., 1st Flr.  
Toronto M7A 2H3  
416-965-3348

Under the **Police Act**, the Ontario Police Arbitration Commission monitors and evaluates the effectiveness of the **police arbitration** system and makes recommendations for its improvement.

## ONTARIO POLICE COMMISSION

### ONTARIO POLICE COMMISSION

SOL GEN 47

25 Grosvenor St., 9th Flr.  
Toronto M7A 2G9  
416-965-6071

The Ontario Police Commission functions as an advisory and supervisory body for all police forces in Ontario. It has quasi-judicial powers in matters dealing with **police** discipline, misconduct and certain other aspects of policing. The Commission promotes efficiency in Ontario Police Forces through advisory and inspection services, training, **crime** intelligence, technical and disciplinary services. It advises Boards of Commissioners of Police, **municipal** councils, Chiefs of Police and the Solicitor General on all matters pertaining to police and policing.

### ONTARIO POLICE COMMISSION INSPECTORATE BRANCH

SOL GEN 48

25 Grosvenor St., 9th Flr.  
Toronto M7A 2H3  
416-965-6071

The Inspectorate Branch serves as the operational arm of the Ontario Police Commission. Branch officers visit all **municipal** forces and carry out regular inspections to ensure the operational and administrative adequacy of each force as required by the **Police Act** of Ontario. A wide range of advisory services on all **police** matters is available to governing authorities and their respective police forces.

ONTARIO POLICE COMMISSION  
SUPPORT SERVICES BRANCH

SOL GEN 49

25 Grosvenor St., 9th Flr.  
Toronto M7A 2H3  
416-965-6071

The Support Services Branch provides administrative services to the Commission and maintains a repository of **statistical** information. It also serves as an extension of the Inspectorate Branch by carrying out studies of manpower, workload and deployment systems in **municipal police** forces.

ONTARIO POLICE COMMISSION  
TECHNICAL SERVICES BRANCH

SOL GEN 50

25 Grosvenor St., 9th Flr.  
Toronto M7A 2H3  
416-965-3281

The branch gives technological support and advice to all accredited **police** forces in Ontario. Program Development Section is involved in the **Ontario Municipal Police Automation Cooperative (OMPAC)**, **Canadian Police Information Centre (CPIC)** network management, computer systems for police and digital **communications** technology. Communications Services assists in upgrading voice communications facilities for the **Integrated Radio Services Program (IRSP)**. Under this program, the branch administers **grants** for new **radio** systems to police forces of **municipalities**. Operational Support Services assists forces in the operation of support systems such as the Canadian Police Information Centre (CPIC).

ONTARIO POLICE COMMISSION  
ONTARIO POLICE COLLEGE

SOL GEN 51

P. O. Box 1190  
Aylmer N5H 2T2  
519-773-5361

The Ontario Police College is designed to provide a complete training program for Ontario police forces from probationary constable through supervisory and management levels. Specialized training courses are offered in all situations where the need is demonstrated. In addition, programs are developed to coordinate and complement in-service training undertaken at the individual force level. Distribution of annual publications (e.g., Calendar of Courses, Police **Education** Report, etc.) is restricted to those police forces, agencies, ministries, etc., interested in the training of law enforcement and related enforcement personnel.

ACTS

ACTS

SOL GEN 52

The following is a list of Acts administered by the Solicitor General. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal services branch or information/communications branch.

Anatomy Act  
Coroners Act  
Egress from Public Buildings Act

Emergency Plans Act, 1983  
Fire Accidents Act  
Fire Departments Act  
Fire Fighters Exemption Act  
Fire Marshals Act  
Hotel Fire Safety Act  
Human Tissue Gift Act  
Lightning Rods Act  
Ministry of the Solicitor General Act  
Ontario Society for the Prevention of Cruelty to Animals Act  
Police Act  
Private Investigators and Security Guards Act  
Public Works Protection Act  
Retail Business Holidays Act

## **MINISTRY OF TOURISM AND RECREATION**

77 Bloor St. W., 7th Flr.  
Toronto M7A 2R9

The Ministry of Tourism and Recreation develops and delivers policies and programs to support tourism and recreation development and promotion. It promotes tourism to the residents of Ontario and other jurisdictions; supports the efforts of tourist operators, attractions and government-sponsored attractions and is responsible for the provision of recreation, sports and fitness resources to municipalities, provincial recreation and sports organizations.

### **PLANNING AND ADMINISTRATION DIVISION**

PLANNING AND ADMINISTRATION DIVISION  
77 Bloor St. W., 7th Flr.  
Toronto M7A 2R9  
416-963-2331

MTR 1

The Planning and Administration Division is responsible for coordinating resource planning and analysis and financial planning and control audit, personnel services and ministry-wide administration. It coordinates both the requirements of the ministry's parks and attractions, and those of central agencies.

COMMUNICATIONS BRANCH  
77 Bloor St. W., 7th Flr.  
Toronto M7A 2R9  
416-965-7680

MTR 2

Communications Branch provides internal and external corporate communications advice and services to the Minister, senior management and program staff to heighten awareness of the Ministry's programs and policies. It monitors the ministry's provision of French language services to the Francophone population of the province. Branch clients are the Minister, Deputy Minister, support and program divisions, ministry and agency staff, clients, media, other ministries, other government organizations and the general public.

FRENCH LANGUAGE SERVICES  
77 Bloor St. W., 7th Flr.  
Toronto M7A 2R9  
416-963-2214

MTR 3

The French Language Services Coordinator coordinates the implementation of the government's policy on French language services (provision of such services to the Franco-Ontarian public) within the ministry.

### **SÉRVICES EN FRANCAIS**

Le coordonnateur des services en français de ce ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française.)

**AFFIRMATIVE ACTION PROGRAM**

MTR 4

77 Bloor St. W., 10th Flr.  
 Toronto M7A 2R9  
 416-963-3468

The Affirmative Action Program manager plans, develops and coordinates the **Affirmative Action/Employment Equity Program** within this Ministry to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

**AUDIT SERVICES BRANCH**

MTR 5

77 Bloor St. W., 10th Flr.  
 Toronto M7A 2R9  
 416-965-3414

Audit Services Branch carries out independent reviews and appraisals of all ministry activities and reports to management on the adequacy of internal financial and management controls.

**HUMAN RESOURCES BRANCH**

MTR 6

101 Bloor St. W., 6th Flr.  
 Toronto M5S 2Z7  
 416-963-3593

The branch provides a consulting service to ministry management and staff in recruitment, job evaluation, compensation, employee relations, benefits administration, youth employment program coordination, training and development, human resources planning, and general employee counselling. A central payroll service and attendance administration service is also provided to the Ministry.

**ASSISTANT DEPUTY MINISTER - TOURISM****TOURISM DEVELOPMENT BRANCH**

MTR 7

77 Bloor St. W., 9th Flr.  
 Toronto M7A 2R9  
 416-965-4255

The branch contributes to the sound growth of **tourism** with programs to help existing and potential tourist facilities operators and investors through industry improvement and development. The improvement function offers technical and **business** counselling to **investors** and entrepreneurs; provides information on **financial assistance** through the Ontario Development Corporations; prepares planning and management **manuals** (e.g., operation of ski and other resorts, camps, marinas). The development function involves the preparation and publicity of **research** and area planning studies (965-7846) to identify potential **investment** and development opportunities of interest to the private sector. Branch services are delivered from Queen's Park and the Ministry's field offices, listed under the Tourism and Recreation Operations Division entry.

TOURISM MARKETING BRANCH

MTR 8

77 Bloor St. W., 9th Flr.

Toronto M7A 2R9

416-965-5764

The branch promotes Ontario **tourism** and use of Ontario facilities for sales meetings and **conventions**. Tourism marketing, geared to the individual tourist and the travel trade, is conducted in domestic and international markets. Activities include mass **advertising** and promotion in the media; preparation of tourism publications; programs to expand sales of Ontario tours, packages and facilities by travel agents and operators; **travel** counseling; special promotions; on-going counsellor training and distribution of travel **films** produced by the Ministry. The Tourism Research Section (965-5725) maintains a tourism data base and related **information service** for the industry and provides tourism **research** to support and direct Ministry activities. For conventions and sales meetings, call 416-965-4354; for travel trade information, agents and operators can call 416-965-9991 or toll free: 1-800-268-3735.

TOURISM MARKETING BRANCH  
ONTARIO TRAVEL INFORMATION

MTR 9

77 Bloor St. W.

Toronto M7A 2R9

416-965-4008 (English inquiries)

If long distance from other area codes  
in Canada and continental U.S.A.

(except Yukon, N.W.T. and Alaska), dial  
1-800-268-3735

416-965-3448 (French inquiries)

If long distance from other area codes  
in Canada (except Yukon and N.W.T.), dial  
1-800-268-3736

Telex 0623454

Ontario Travel Information offers Ontario **travel** counselling to the public; supplies information and publications on tourist attractions, **accommodations**, **campgrounds** and **parks** (including **hiking** trails, **canoe** outfitters), events, **festivals**, **exhibitions** and package **tours**, **hunting**, **fishing**, **boating**, **skiing** and other winter activities; distributes road and tourist **maps**; reports on up-to-date ski and winter **road** conditions, campground vacancies and areas where autumn scenery can be enjoyed.

Twenty-four hour seasonally recorded reports are available by calling 416-963-2992 for alpine skiing, spring blossoms, campground vacancies and fall colours, or 416-963-2911 for cross-country skiing. The branch operates fourteen travel information centres year-round. Eight seasonal travel centres are open from mid-May to Labour Day and 18 centres, in **service centres** along Highway 401, are open June 15 to Labour Day. The travel centres are listed below.

OPEN ALL YEAR

Hwy. 400 Northbound  
south of Barrie  
**Barrie**

Brookdale Ave. at  
Seaway International Bridge  
**Cornwall**  
(currency exchange)

100 Goderich St.  
near Peace Bridge  
**Fort Erie**  
(currency exchange)

400 Central Ave.  
**Fort Frances**  
(currency exchange)

Hwy. 417  
**Hawkesbury East**

Hwy. 401 & Hwy. 2  
east of Lancaster  
**Lancaster**

5355 Stanley Ave.  
west on Hwy 420  
from Rainbow Bridge  
**Niagara Falls**  
(currency exchange)

At foot of Blue Water Bridge  
**Sarnia**

QEW Westbound  
at Garden City Skyway  
**St. Catharines**  
(currency exchange)

120 Huron St. at  
International Bridge  
**Sault Ste. Marie**  
(currency exchange)

Toronto Eaton Centre  
220 Yonge St., Level One and  
900 Bay St. at Wellesley  
Macdonald Block, 1st Flr. (M1-34i)  
**Toronto**

110 Park St. E.  
at Windsor-Detroit tunnel  
and  
1235 Huron Church Rd.  
east of Ambassador Bridge  
**Windsor**  
(currency exchange)

# OPEN MID-MAY TO LABOUR DAY

Highway 137 at 1000 Islands  
Bridge  
**Hill Island**  
(currency exchange)

Highway 17, west of Kenora  
**Kenora**

Canada's Wonderland  
Hwy. 400  
**Maple**

International Bridge Exit  
**Pigeon River**

Prescott-Ogdensburg Bridge  
**Prescott**

International Bridge Exit  
**Rainy River**

Ontario Place  
Main gate (across from  
Exhibition Stadium)  
**Toronto**

**HURONIA HISTORICAL PARKS**  
P.O. Box 160  
Midland L4R 4K8  
705-526-7838

MTR 10

The Ministry operates and maintains **historic sites** at Midland (Sainte-Marie among the Hurons) and at Penetanguishene (**Historic Naval and Military Establishments**) A resource **library** at Sainte-Marie, open to the public year round on weekdays, provides information about the two historic sites.

**Sainte-Marie among the Hurons** (1639 to 1649) is a reconstruction of the 17th century headquarters of the French Jesuit mission to the Huron people. The first European community in Ontario, Sainte-Marie was home to 6 of the 8 North American Jesuit martyrs. Costumed and uniformed interpreters recreate both **French** and **Native** lifestyles from Victoria Day weekend to Thanksgiving. Specially designed education programs operate all year round. There is a cafe, multi-media museum, gift shop, picnic area; access for the handicapped and a wheelchair if needed.

The Historic Naval and Military Establishments represent the period from 1817 to 1856 when the Royal Navy and the British Army maintained a **naval** dockyard and **military** garrison at this strategic defense station on Georgian Bay. At the site are guided tours, costumed interpretation, historical dramas, numerous reconstructed buildings, the original Officers' Quarters, two large bateaux, the 50-ft. **Schooner 'Bee'**, gift shop, refreshment stand, free docking and parking facilities. The Establishments (P.O. Box 1800, Penetanguishene L0K 1P0, telephone 705-649-8064) are open to the public from Victoria Day weekend to Labour Day. French language service is available.

#### OLD FORT WILLIAM

MTR 11

Vickers Heights P.O.  
Thunder Bay P0T 2Z0  
807-577-8461  
TTY 807-475-4481

Old Fort William operates year round, and offers hands-on programming designed to meet the needs of recreational and educational visitors. A resource **library** and a public relations office are open weekdays throughout the year to provide information about the **historic site**.

Old Fort William is a reconstruction of the original Fort William, which operated as the inland headquarters and base for western exploration by the North West Company. From 1801 until 1821 when the company merged with the Hudson's Bay Company, Fort William enabled the Nor'Westers to move **furs** and trade goods across the continent in one season, thus securing much of the trade. Serving as the key link between the east and the west, up to 1,000 fur traders would converge on the fort each summer for the hectic labors, business meetings and celebrations of the Great Rendezvous. Today over 100 costumed and uniformed staff bring Old Fort William to life.

#### ASSISTANT DEPUTY MINISTER - RECREATION

##### SPORTS AND FITNESS BRANCH

MTR 12

77 Bloor St. W., 8th Flr.  
Toronto M7A 2R9  
416-965-3124

The branch encourages participation in **sports** and **fitness** and operates a promotional campaign through the media and its own **publications** to educate and motivate people to exercise and participate in physical activities for individual enjoyment. The Development Section (965-4591) provides administrative, consultative services and **grants** to provincial sport governing bodies. The Games and Technical Services Section (965-3720) administers limited **financial assistance** under the **Ontario Elite Athlete Assistance Program**. The section improves the calibre of **leadership** in amateur sport through training courses for coaches. The Games Program promotes competition in multi-sport games (e.g., regional

and provincial **Summer** and **Winter** games for the able-bodied and the **disabled**). The Fitness Section (965-6311) administers the **Fitness Ontario Leadership Program** and provides a consultative service in fitness in the workplace and fitness for children and older adults. Research and information brochures related to a variety of physical fitness topics are available to fitness administrators and the general public.

The Community Initiative Section (965-6546) supports community initiatives. Its **Sports Awards Programs** honour accomplishments of **athletes** and citizens in amateur sports. The **Ontario Sports Travelcade** takes sports and fitness resources throughout Ontario to help raise the level of expertise of athletes and coaches.

The **Ontario Sports Centre** (495-4000), a private organization which provides administrative services for provincial sport-governing bodies, is funded by this Ministry. Information on all of the above services is also available from Ministry field offices listed under the Tourism and Recreation Operations Division entry.

## RECREATION BRANCH

MTR 13

77 Bloor St. W., 8th Flr.  
Toronto M7A 2R9

Recreation Services (965-5665) provides consultative and support services and advises on grants to assist community, regional, and provincial recreation agencies and organizations. It is responsible for the development of recreation resources for **older adults**, **youth**, **disabled persons**, **recreation research** changing patterns of work and leisure, community recreation, organization development and training of volunteer and paid staff.

Recreation Resources (965-2625) offers consultative and training services and advice on grants to assist community, regional and provincial recreation agencies in the planning, development, operation, marketing and management of recreation facilities, operation of non-profit **camps** and **leadership** training at the **Ontario Camp Leadership Centre**.

## TOURISM AND RECREATION OPERATIONS DIVISION

### TOURISM AND RECREATION OPERATIONS DIVISION

MTR 14

77 Bloor St. W., 8th Flr.  
Toronto M7A 2R9  
416-965-3475

Tourism and Recreation Operations Division provides development and consulting services to tourism and recreation clients to stimulate productivity, employment and recreational opportunities in the Province of Ontario.

The division promotes the **tourism industry** through: management and development consulting services to tourist operators and investors; delivering government **financial assistance** programs; advising and assisting **municipalities** to develop tourism strategies and programs, and administering the **Ontario Travel Association Program**. The division also administers the issue of **licences** to **tourist accommodation establishments** not licenced by the Liquor Licence Board.

The division provides professional consulting services to regional and **community** recreation clients to facilitate development in fiscal and organizational areas, **leadership**, programs and facilities. It ensures access to information about ministry **recreation**, **sports**

and fitness programs and channels ministry resources to municipalities, community organizations and interest groups in Ontario.

The division also delivers lottery funded recreation grant programs.

For further information contact the nearest ministry field office listed below.

## CENTRAL ONTARIO

*Tourism and Recreation Regional Office*  
700 Bay St., 8th Flr.  
**Toronto M5G 1Z6**  
416-965-0283 (Recreation Consultants)  
416-965-9940 (Tourism Consultants)  
collect calls accepted

*Recreation Office*  
114 Worsley St.  
**Barrie L4M 1M1**  
705-737-3301  
If long distance dial  
1-800-461-4499

*Recreation Office*  
119 King St. W., 8th Flr.  
Box 2112  
**Hamilton L8N 3Z9**  
416-521-7244  
If long distance ask  
operator for Zenith 81610

*Tourism Office*  
114 Main St. E.  
**Huntsville P0A 1K0**  
705-789-4448  
If long distance ask  
operator for Zenith 25930

*Tourism Office*  
1131 Second Ave. E., Ste. 104  
Nor-Towne Plaza  
**Owen Sound N4K 2J1**  
519-376-3875  
collect calls accepted

*Tourism and Recreation Office*  
15 Church St., 4th Flr.  
**St. Catharines L2R 3B5**  
416-684-2345  
1-800-263-2441

## EASTERN ONTARIO

*Tourism and Recreation  
Regional and Field Office*  
10 Rideau St., 4th Flr.  
**Ottawa K1N 9J1**  
613-566-3721  
If long distance dial  
1-800-267-9340  
1-800-267-8889

*Tourism and Recreation Office*  
2211 Parkedale Ave.  
**Brockville K6V 6B2**  
613-342-5522  
If long distance dial  
1-800-267-8138

*Tourism and Recreation Office*  
1055 Princess St., Ste. 304  
**Kingston K7L 5T3**  
613-547-2235  
If long distance dial  
1-800-267-0225

*Tourism and Recreation Office*  
305 Stewart St.  
**Peterborough K9J 3N2**  
705-748-3711  
If long distance dial  
1-800-461-7629

## SOUTHWEST ONTARIO

*Tourism and Recreation  
Regional and District Office*  
255 Dufferin Ave., Ste. 601  
**London N6A 5K6**  
519-679-7156  
If long distance dial  
1-800-265-4730

*Recreation Office*  
427-10th St., 2nd Flr.  
**Hanover N4N 1P8**  
519-364-1626  
If long distance dial  
1-800-265-5520

*Tourism and Recreation Office*  
Corporation Square, 4th Flr.  
30 Duke St. W.  
**Kitchener N2H 3W5**  
519-578-3600  
If long distance dial  
1-800-265-6361

*Tourism and Recreation Office*  
250 Windsor Ave., 6th Flr.  
**Windsor N9A 6V9**  
519-256-4919  
If long distance dial  
1-800-265-1330

## NORTHEAST ONTARIO

*Tourism and Recreation Regional Office*  
Ontario Government Bldg.  
199 Larch St., 4th Flr.  
**Sudbury P3E 5P9**  
705-675-4346  
If long distance dial  
1-800-461-4004 Recreation

*Tourism and Recreation Office*  
147 McIntyre St. W., 2nd Flr.  
**North Bay P1B 2Y5**  
705-474-3821 Recreation  
705-472-0702 Tourism  
If long distance dial  
1-800-461-9563 Recreation  
1-800-461-1569 Tourism

*Recreation Office*  
390 Bay St., 3rd Flr.  
**Sault Ste Marie P6A 1X2**  
705-942-3751  
If long distance dial

-800-461-2409

*Tourism Office*  
120 Huron St.  
**Sault Ste Marie P6A 1P8**  
705-253-1103  
If long distance ask  
operator for Zenith 59130

*Tourism and Recreation Office*  
22 Wilcox St., 2nd Flr.  
**Timmins P4N 3K6**  
705-267-7117  
If long distance ask  
operator for Zenith 81610

## NORTHWEST ONTARIO

*Tourism and Recreation  
Regional and District Office*  
Ontario Government Bldg.  
435 S. James St.  
P. O. Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1325  
If long distance dial  
1-800-465-5018

*Tourism and Recreation Office*  
Ontario Government Bldg.  
479 Government Rd.  
P. O. Box 3000  
**Dryden P8N 3B3**  
807-223-2271

*Tourism and Recreation Office*  
808 Robertson St.  
**Kenora P9N 3X9**  
807-468-6481  
If long distance in area code 807 dial  
1-800-465-1108

*Tourism and Recreation Office*  
616 Mowat Ave.  
P. O. Box 815  
**Fort Frances P9A 1Z3**  
807-274-3259

## AGENCIES, ATTRACTIONS, COMMISSIONS

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

### HURONIA HISTORICAL ADVISORY COUNCIL

MTR 15

c/o Huronia Historical Parks

P.O. Box 160

Midland L4R 4K8

705-526-7838

The Huronia Historical Advisory Council is a Schedule I agency of the Ministry of Tourism and Recreation. Established in 1964 by the Province of Ontario, the ten-person board is composed of francophone and anglophone Ontarians with different backgrounds but a common interest in the preservation of our cultural heritage. The Council's purpose is to advise the Minister of Tourism and Recreation on policy matters, specifically Sainte-Marie among the Hurons and the Historic Naval and Military Establishments, and generally on the cultural heritage of 'Old Huronia' and the enhancement of established and developing historical sites.

### BIG THUNDER NATIONAL SKI TRAINING CENTRE

MTR 16

428 East Victoria Ave.

Thunder Bay P7C 1A5

807-475-1673

Big Thunder National Ski Training Centre, owned and operated by **Thunder Bay Ski Jumps Limited**, an agency of the Ministry of Tourism and Recreation, is sanctioned by the International Ski Federation to hold World Cup Ski Jumping events. Its 90, 70, 50 and 30 metre hills are built to exact tolerances and have the world's longest landing area for maximum safety. The two jumps and surrounding area are used as a national and provincial ski-training site for the skiing sports of Cross Country, Nordic-Combined, Free-style, Alpine, Ski Jumping, Biathlon and Luge (Naturbahn).

### NIAGARA PARKS COMMISSION

MTR 17

Administration Bldg.

Box 150, 7400 Portage Rd. S.

Niagara Falls L2E 6T2

416-356-2241

The Niagara Parks Commission operates a 56 kilometre parkway along the Niagara River from Lake Erie to Lake Ontario. Included are: **recreation** areas, scenic attractions, a **campground**, a marina, restaurants, gift shops, **historic sites**, golf courses and a **horticultural** school.

### ST. CLAIR PARKWAY COMMISSION

MTR 18

P.O. Box 700

Corunna N0N 1G0

519-862-2291

The St. Clair Parkway Commission is a joint program of **parks** and **recreation** develop-

ment by the Province of Ontario, County of Lambton, County of Kent, City of Chatham, and the City of Sarnia. The emphasis of development has been along the St. Clair River from Point Edward on Lake Huron to Mitchell's Bay on Lake St. Clair. Included are sea-way observation parks, picnic areas, campgrounds, marinas, restaurants, and a golf course.

#### ST. LAWRENCE PARKS COMMISSION

MTR 19

P.O. Box 740  
Morrisburg K0C 1X0  
613-543-2951

The St. Lawrence Parks Commission operates and maintains **parks, campgrounds** and **historic sites** from the Ontario-Quebec border to 51 km west of Kingston. Historic sites are **Old Fort Henry** at Kingston, **Fairfield House** in Fairfield Historical Park at Amherstview, and **Upper Canada Village** 11 km east of Morrisburg. Other facilities include a migratory **bird sanctuary**, an 18-hole golf course, a paved air strip, nature trails, a marina and Pioneer and Loyalist Memorials. **Winter recreation** facilities are cross country skiing, ice fishing, snowmobiling, tobogganing and snowshoeing. A **maple sugar** bush is located in Crysler Park. Skating and horse drawn sleigh rides are offered at Upper Canada Village and on Commission lands are a riding stable and summer theatre. The summer operating season is May 15 to October 15.

#### THE TRILLIUM FOUNDATION

MTR 20

15 Prince Arthur Ave.  
Toronto M5R 1B2  
416-961-0194

In September 1982 the Ontario government created the Trillium Foundation as an innovative approach to providing voluntary social service organizations with access to **lottery** revenues. The Foundation, which is run by an independent voluntary Board of Directors, receives up to \$15 million a year from the province as a share of the profits of the Ontario Lottery Corporation.

The Foundation makes time-limited **grants** for specific projects or the unfunded portions of ongoing programs available to organizations providing direct social services across the province.

#### METRO TORONTO CONVENTION CENTRE CORPORATION

MTR 21

255 Front St. W.  
Toronto M5V 2W6  
416-585-8000  
Telex: 06-217584

The Metro Toronto Convention Centre Corporation is responsible for the operation of the convention centre. A Crown corporation of the Province, it reports to the Minister of Tourism and Recreation.

## ONTARIO PLACE CORPORATION

MTR 22

955 Lakeshore Blvd. W.  
 Toronto M6K 3B9  
 416-965-7711

Ontario Place Corporation operates a 96 acre cultural, entertainment and recreation complex on three man-made islands on Lake Ontario in Toronto including exhibition pavilions; the Forum, a 10,000 seat outdoor amphitheatre, theatres; the giant screen IMAX cinesphere; live entertainment; the waterfall showplace; restaurants; snack bars; boutiques; a marina; pedal boats; bumper boats; boat tours; the Wilderness Adventure Ride; the Canadian destroyer HMCS Haida; land rides; mini-golf; picnic areas; a theme pavilion 'Ontario North Now'; and a children's village with a water play area and play apparatus, including a 370 ft. four-flumed waterslide. Ontario Place arranges banquets, receptions all year, shows films for conventions and other groups of residents or tourists. Open daily mid-May to mid-September (10 a.m. to 1 a.m. Monday through Saturday; 10 a.m. to 11 p.m. Sunday).

## ONTARIO LOTTERY CORPORATION

MTR 23

2 Bloor St. W.  
 Toronto M4W 3H8  
 416-961-6262

The Ontario Lottery Corporation, created by Bill 191, an Act to Incorporate the Ontario Lottery Corporation, manages Wintario, Lottario, Instant, Provincial, Super Loto and Lotto 6/49. Winning numbers may be found in most daily newspapers on Friday (Wintario); Saturday or Sunday (Provincial); Monday (Lottario, and Super Loto) and Thursday or Friday and Monday (Lotto 6/49). Lists of winning numbers for one year are posted at retail outlets. Recorded messages of current winning numbers are available at 416-870-9170 (Wintario), 416-870-9122 (Lottario), 416-870-9161 (Provincial), 416-870-9135 (Super Loto) and 416-870-9134 (Lotto 6/49). Proceeds from all games are turned over to the government of Ontario for direction to a variety of worthy public projects to benefit all Ontarians. Province-wide social service agencies also receive lottery monies through the Trillium Foundation. Fact sheets on all games, annual reports and winners handbooks are available to the public. For information on the Wintario grants program, see the Ministry of Tourism and Recreation Operations Division entry.

## OLD FORT WILLIAM ADVISORY COMMITTEE

MTR 24

c/o Old Fort William  
 Vickers Heights P.O.  
 Thunder Bay P0T 2Z0  
 807-577-8461

The Old Fort William Advisory Committee is a nine person board established by the Province of Ontario to advise the Minister of Tourism and Recreation on general policy concerning the Fort's capital development and program expansion. The Committee also works to build community awareness and an understanding of Ontario's fur trade heritage.

## ACTS

## ACTS

MTR 25

The Minister of Tourism and Recreation is designated to administer the following Acts:

Community Recreation Centres Act  
Historical Parks Act  
Ministry of Tourism & Recreation Act, 1982  
Niagara Parks Act  
Ontario Lottery Corporation Act  
Ontario Place Corporation Act  
St. Clair Parkway Commission Act  
St. Lawrence Parks Commission Act  
Tourism Act

## MINISTRY OF TRANSPORTATION AND COMMUNICATIONS

1201 Wilson Ave.

Downsview M3M 1J8

The Department of Public Works and Highways, established in 1916 under Section 4, Chapter 17, 5 Geo. V., was re-named the Department of Highways in 1931. Functions of the Department of Highways were separated in 1957 and drivers and vehicles went to the newly created Department of Transport. In 1971 the two departments were amalgamated as the Ministry of Transportation and Communications.

The Ministry operates Ontario's highway system by performing design, construction and maintenance and provides subsidies to municipalities for road construction and maintenance. The Ministry is also responsible for driver licensing and all aspects of motor vehicle licensing and safety. It represents the rights of Ontario citizens in the communications field and regulates telephone service under provincial jurisdiction.

### DEPUTY MINISTER'S OFFICE

#### MANAGEMENT IMPROVEMENT BRANCH

MTC 1

1201 Wilson Ave., West Tower

Downsview M3M 1J8

416-235-4104

Management Improvement Branch reviews, recommends and promotes changes for increased efficiency and effectiveness of Ministry management, structural organization, management systems, procedures and practices. It carries out management studies and provides an internal management consulting service.

#### EMPLOYMENT EQUITY PROGRAM FOR WOMEN

MTC 2

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-235-4739

The Manager of the Employment Equity Program for Women plans, develops and coordinates activities to improve the status of Ontario government female employees, with the aim of ensuring equal opportunity for **women**.

#### PUBLIC AND SAFETY INFORMATION BRANCH

MTC 3

1201 Wilson Ave., West Tower

Downsview M3M 1J8

416-235-2771

Public and Safety Information Branch originates and coordinates programs and projects stressing **safety** in the operation of cars and commercial **vehicles**, **motorcycles**, mopeds, bicycles, **snowmobiles** and **school buses**. The branch develops and distributes school safety materials and **seat belt** information and provides safety **films**. **Road** bulletins and a telephone reporting service on the condition of roads and **highways** in Ontario (235-1110) are also services of this branch (contact the Ministry's regional or district offices listed under the Operations, Regional entry).

The Branch also establishes communications policy for the Ministry, advises branches on communications problems and provides communications support to the Minister and

Deputy Minister. It informs the public, client groups and the media about the Ministry's activities, liaises with the media, answers public inquiries and produces and distributes audio-visual materials. **Deaf** or hearing handicapped persons who have access to the teletype (TTY) network device can call 235-4902.

#### STRATEGIC POLICY SECRETARIAT

MTC 4

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4434

The Strategic Policy Secretariat is comprised of three offices. The Policy Coordination Office supports the Office of the Deputy Minister, as well as senior management and program committees, in developing and implementing the strategic planning process and providing external liaison, especially with central government agencies.

The Human and Social Factors Office carries out studies and provides consulting services which focus on people and related societal issues. These services support the development and evaluation of ministry programs, policies and corporate directions.

The Outlooks Office monitors the external environment and provides the ministry with information and analysis through medium and long-term future studies on social, **economic**, institutional and **technological** developments as they relate to **transportation** and **communications**. It identifies emerging issues which may be of significant interest to the Ministry's Strategic Policy Committee.

#### INTERNAL AUDIT BRANCH

MTC 5

1201 Wilson Ave., West Tower, 7th Flr.  
Downsview M3M 1J8  
416-235-4330

Internal Audit Branch performs the audit functions for this Ministry, including review and appraisal of accounting, financial and operational controls. The branch also audits the Ministry's electronic data processing systems.

#### OFFICE OF LEGAL SERVICES

MTC 6

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4408

This office provides legal services for the ministry, including advice on **driver** and **vehicle** matters (235-4408). It counsels the ministry on the interpretation of statutes and regulations, and the preparation and review of proposed legislation, regulations and other legal documents. It also supplies general legal services such as preparing litigation, settling claims, acting at court hearings, etc.. The office is responsible to the Attorney General's Office.

Solicitors are located in Toronto and a Regional office in Kingston (613-545-4720). Claims Section (235-4423) handles **insurance** claims against the Crown for injuries and property damage arising from **accidents** on provincial highways or involving government **vehicles**, as well as claims by the Crown for damage to **highway** property or government vehicles, excluding OPP vehicles.

## COMMUNICATIONS DIVISION

### COMMUNICATIONS DIVISION

MTC 7

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4634

The Communications Division provides policy, operational and technical advice on issues affecting Ontario consumers, suppliers and manufacturers of telecommunications systems and service. Activities include policy development, representations/interventions before the federal government and CRTC, research, technology assessments, and industry and federal-provincial liaison on **communications** matters. Division **publications** are Ontario Communications News, the Ontario Communications Handbook and a wide range of technical reports on communications matters.

### OPERATIONS AND TECHNOLOGY OFFICE

MTC 8

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4634

This office is responsible for improving **communications** service by promoting the application of new **technology** in telecommunications, transportation and other sectors, both public and private, through the provision of operational and technical assessments, advice and/or demonstration projects.

### BROADCASTING AND CABLE BRANCH

MTC 9

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4634

The Broadcasting and Cable Branch actively promotes policies, positions and activities relative to the broadcasting and cable interests of Ontario's residents and industries, through **research**, investigations and presentation to the Canadian Radio-Television and Telecommunications Commission (CRTC) and federal government. The branch also fosters economic growth in the broadcasting and cable and related industries.

The **Cable/Broadcast** Office (235-4650) represents the interests of Ontario regarding cable **television** services and other non-broadcast delivery **technologies** by identifying and evaluating regulatory issues and developing and recommending policies and positions to the CRTC and the federal government in order to influence federal policy.

The Television and Radio Policy Office (235-4649) represents the interests of Ontario in **broadcasting** by identifying and evaluating regulatory issues and developing and recommending policies and positions to the CRTC and the federal government in order to influence federal policy.

### TELECOMMUNICATIONS BRANCH

MTC 10

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4634

This branch promotes policies, positions and activities relative to the **telecommunications** interests of Ontario's residents and industries through **research** and presentations to the **Canadian Radio-Television and Telecommunications Commission (CRTC)** and federal

government. The branch also promotes economic growth in the telecommunications sector.

The Telecommunications Policy Office (235-4655) makes recommendations on telecommunications policies and positions, including representations to the federal Department of Communications (DOC) to influence federal policy. It also advises the Lieutenant Governor-in-Council on policy direction for the **Ontario Telephone Service Commission (OTSC)**.

The Regulatory Matters Office (235-4661) identifies and evaluates telecommunications regulatory issues. It makes recommendations to the CRTC to promote access to services at reasonable rates and provide efficient communications networks and economic growth.

The Telecommunications Industry Development Office (235-4667) provides industry analysis to the ministry in the telecommunications sector and assists **industry** in contributing to its economic growth.

## HIGHWAY OPERATIONS AND MAINTENANCE DIVISION

### HIGHWAY OPERATIONS AND MAINTENANCE DIVISION

MTC 11

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-3810

This Division is responsible, in the area of highway operations, for the development of policies, procedures and systems; conformity of program delivery processes; maintenance planning and budgeting; assessment of operational efficiency; and identification of needs for change and improvement. It also provides professional expertise and program delivery support in maintenance methods/technology and electrical, traffic management and equipment engineering.

### CORRIDOR CONTROL SECTION

MTC 12

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-235-3826

The Corridor Control Section coordinates the review of development proposals (plans of **subdivisions**, **official plans** and **zoning** by-laws) which may affect provincial **transportation** proposals (e.g. provincial **highways**, future **transit** routes, etc.). The Section develops policies and procedures for the corridor control program on access policies and right-of-way protection and provides advice to other government agencies, municipalities, developers and the public. Program administration is shared by district and regional offices (see this Ministry's Operations, Regional entry).

### EQUIPMENT ENGINEERING OFFICE

MTC 13

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-235-3669

The Equipment Engineering Office develops specifications, policies and procedures for the purchase, repair and maintenance of the Ministry's **vehicles** and equipment. The Office also evaluates **tenders** and trains Ministry **garage** staff.

TRAFFIC MANAGEMENT AND ENGINEERING  
OFFICE

MTC 14

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-235-3784

The Traffic Management and Engineering Office develops and implements policies, standards and procedures for **traffic** control devices (traffic signs and signals), illumination, **speed limits**, **electrical** design, electrical maintenance, etc., on provincial **highways**. It maintains an **accident** information file; develops traffic control techniques and devices; and assists in **municipal** studies and improvements. It also operates the **Q.E.W. Freeway Traffic Management System** and is implementing similar systems for Highway 401, Burlington Skyway and the Ottawa Queensway. Operational activities of the above functions are carried out by the regional offices (see this Ministry's Operations, Regional entry).

MAINTENANCE BRANCH

MTC 15

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-235-3810

The Maintenance Branch's policies, standards and procedures cover **highway** maintenance operations, including highway landscaping, **advertising** signs and building **permits**.

ASSISTANT DEPUTY MINISTER - FINANCE AND ADMINISTRATION

FINANCIAL PLANNING AND ADMINISTRATION  
BRANCH

MTC 16

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-4224

The Financial Planning and Administration Branch provides the Ministry with financial direction, planning, management and accounting services and financial liaison with Management Board of Cabinet, the Provincial Auditor, and other Ontario government ministries and agencies. The branch is organized into four main function areas: general accounting including payroll, accounts payable and expense account services; financial systems development, maintenance, and control; budgetary planning, evaluation, development, control and analysis; prequalification of contractors for bidding on government contracts.

COMPUTER SYSTEMS BRANCH

MTC 17

1201 Wilson Ave., 2nd Flr., West Tower  
Downsview M3M 1J8  
416-235-3933 General Information  
416-235-4380 Client Support

Computer Systems Branch is involved in the development and maintenance of ministry automated applications. Specialists develop and support computer related management and regulatory and transportation/engineering applications. Data processing standards, procedures and policies are evolved and maintained by the Branch and a client support service for mainframe and micro hardware and software end users is available.

Other services are graphic production, data conversion, hardware and software acquisition support, distributed data communication network support, corporate information technology planning support, product evaluation and testing and data security coordination and administration.

#### TRANSPORTATION CAPITAL BRANCH

MTC 18

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-4154

This Branch is responsible for the effective management of all transportation capital investment resources. It also manages program planning, priority setting, scheduling and expenditure control for the **Provincial Highways Program**.

The Highway Program Planning Office develops program strategies, policies, objectives and long-range plans. It develops and maintains planning information, carries out system planning studies for provincial **highways**, and applies priority planning techniques for proposed highway improvements.

The Highway Program Administration Office's function is administrative and financial coordinating within the Provincial Highways Program, including establishment of budgets and control of annual expenditures. It also prepares and maintains multi-year highway **construction** plans, and is responsible for staging, award schedules and expenditure control of all provincial highway improvement initiatives.

#### HUMAN RESOURCES BRANCH

MTC 19

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-3841

The Human Resources Branch performs personnel functions for the Ministry and works in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It establishes ministry personnel policies and procedures and appropriate classification and compensation levels for ministry employees; designs, implements and manages a human resource planning process; and develops programs to encourage the practice of good health and safety habits in the work place; and administers Workers' Compensation Board claims. The branch is also responsible for staff recruitment, including management trainees; programs for staff relations incorporating all aspects of the grievance procedure and contract administration; staff development and training; and all matters affecting working conditions and performance. The branch maintains the Ministry's personnel, payroll and employee benefit records and provides liaison between the Ministry and the Human Resources Secretariat, the Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU).

#### SUPPLY AND SERVICES BRANCH

MTC 20

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-235-3782

Administrative Services Office, under Supply and Services Branch, has three main sections: Information Management (235-4354) deals with information and data resource management issues; Office Services (235-4827) provides a wide spectrum of facilities and services related to an integrated office environment; Graphic Services (235-4365) is a

centralized graphics and publications planning, production and distribution facility, which also coordinates the production and distribution of ministry **maps** and **manuals**, including Ontario road maps (235-4339).

The **Library** and Information Centre (1201 Wilson Ave., Central Bldg., 1st Flr., Downsview 235-4546) contains a comprehensive book and periodical collection on ground transportation and communications and selected materials in related fields. The Centre has been designated the **Ministry reading room** to provide public access to ministry publications, statistics and some manuals and internal procedures used by the Ministry.

The Service Centre and Food Services Section (235-3776) is responsible for the **service centres** on Highways 400 and 401 and monitors **food** services within the Ministry.

The Purchasing and Supply Office (235-3782) provides for procurement, sales and distribution via 5 sections: Ontario Vehicles and Fuels Purchasing (235-3765) which purchases all **vehicles**, **petroleum** products and tires for the Ontario Government; General Purchasing (235-3748); Tenders (235-3746); Central Stores (235-3477); and Regional Advisory and Disposal (235-3775), which disposes of all vehicles for the Ontario Government as well as many other surplus and obsolete items.

The Ontario Government Fleet Administration Office coordinates the efforts and provides direction in the effective management of the government's fleet (235-4898).

#### GOVERNMENT GARAGE

MTC 21

881 Bay St.  
Toronto M5S 1Z7  
416-965-2148

The Government Garage provides a complete chauffeuring and **garage** service to all government ministries.

#### FRENCH LANGUAGE SERVICES

MTC 22

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4547

The French Language Services Coordinator implements, within this Ministry, the government's policy on French language services (the provision of such services to the Franco-Ontarian public).

#### SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

#### ASSISTANT DEPUTY MINISTER - ENGINEERING AND CONSTRUCTION

##### ESTIMATING AND ENGINEERING CLAIMS OFFICE

MTC 23

1201 Wilson Ave., 6th Flr., West Tower  
Downsview M3M 1J8  
416-235-4287

The Estimating and Engineering Claims Office advises senior ministry officials on the

fair price to pay for **highway construction** and maintenance contracts. It can give an **economic** analysis of highway construction and related work, and produces annual reports on the cost per mile of construction, structures and unit bid prices. It is capable of determining **energy** requirements along with the quantities and unit value of manufactured and raw material incorporated into the work.

The office also assesses claims for additional costs submitted by contractors awarded Ministry engineering contracts, including all phases of highway construction and maintenance, construction of **bridges** and tunnels and associated work.

#### PROPERTY OFFICE

MTC 24

1201 Wilson Ave.,  
East Bldg., Lower Flr.  
Downsview M3M 1J8  
416-235-4245

Property Office is responsible for provincial policies and procedures in the areas of **property appraisal**, acquisition, **land** management and disposal. The office ensures monitoring processes are carried out to obtain good quality and uniform standards of performance; reviews selected regional land appraisals; coordinates technical training programs and administers overall property related budgets. It also prepares all **arbitration** cases proceeding before the **Ontario Municipal Board**. Contact Engineering and Right-of-Way offices at regional offices listed under Operations, Regional.

#### HIGHWAY ENGINEERING DIVISION

##### HIGHWAY ENGINEERING DIVISION

MTC 25

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4408

The Highway Engineering Division develops policies, design procedures and systems, conducts research and offers advice for the infrastructure of the King's Highway System. It monitors the implementation and effectiveness of the processes and technologies used and identifies needed improvements in consultation with the Ministry's regional offices and with industry.

##### ENGINEERING MATERIALS OFFICE

MTC 26

1201 Wilson Ave., Central Bldg., Rm. 313  
Downsview M3M 1J8  
416-235-3733

The Engineering Materials Office and the Bituminous (235-3733), Concrete (235-3705), Chemicals (235-3726) and Soils and Aggregates (235-3735) Sections provide quality standards, policies and guidelines for materials and analysis services in the **construction**, maintenance and operation of **highways**. Expertise is provided through **laboratory** testing, technical evaluation and approval services related to materials to be used in the design construction, maintenance and operation of the transportation system, including highways and **bridges**.

The Foundations Design Section (235-3731) conducts field investigations; geotechnical engineering analysis and foundation designs for the proper construction and maintenance

of highways and bridges. The Engineering Materials Office publishes reports which are distributed within the Ministry and are available to others on request.

#### ENVIRONMENTAL OFFICE

MTC 27

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-235-3478

The Environmental Office develops policies, procedures, monitoring and training to ensure the Ministry's compliance with **environmental** legislation and regulations. Particular emphasis is placed on project planning under the **Environmental Assessment Act** and waste management under the **Environmental Protection Act**. The **Environmental Resource Centre** gives public access to reports, guidelines and data related to transportation-environmental problems and issues. Environmental units are located in each of the Ministry's field offices (see this Ministry's Operations, Regional entry).

#### HIGHWAY DESIGN OFFICE

MTC 28

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-235-3493

The Highway Design Office develops policies and procedures for preliminary and detail **design**, **drainage** and **hydrology** and new products. It determines the skidding performance of pavements, evaluates the roughness and riding quality of **highways**, and develops and maintains standard specifications and drawings reflecting ministry **construction** and maintenance requirements. It develops, monitors and provides technical expertise on automation of highway design activities, which is carried out by a number of sections including: Design Development; Design Evaluation and Pavement; Highway Standards; Drainage and Hydrology Development and Design Automation.

#### STRUCTURAL OFFICE

MTC 29

3501 Dufferin St., 4th Flr.  
Downsview M3K 1N6  
416-235-4959

The Structural Office designs **bridges** and retaining walls on **highways** and prepares plans and contract documents for their **construction** and rehabilitation. It reviews proposed designs of **municipal** bridges and culverts; evaluates the safe load carrying capacity of bridges and recommends enactment of municipal load limit by-laws. It generates and maintains structural standards, structural manuals and handbooks and design aids.

#### SURVEYS AND PLANS OFFICE

MTC 30

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4258

The Surveys and Plans Office provides the Ministry with policy guidelines and procedures for legal, engineering and control surveys, aerial and ground **surveys** and **remote sensing**. It produces photogrammetric plans, cartographic **maps**, computer services, legal and engineering documentation and control survey data/services. Maps are available to the public through this ministry's Administrative Support Services Section of the Supply and Services Branch (235-4339).

Information is available on an area basis from the regional and district offices listed under this Ministry's Operations, Regional entry.

## RESEARCH AND DEVELOPMENT BRANCH

MTC 31

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-235-4740

The branch conducts **research** and development to improve the physical and safety attributes of highways. Pavement research focuses on design procedures, performance, and **pavement management systems**. Research on **bridge** structures ensures adequate load-carrying capacity, safety, economy, durability and the development of a bridge design code. The branch researches materials, construction and the environment to improve the in-service performance and behaviour of materials as well as the interaction of the highway facility with the immediate environment and the vehicle. Research is also conducted on traffic management systems, lighting and noise. A wide variety of technical **publications** (235-4703) are available.

The Pavement and Roadway Research Office (235-4742) carries out research relating to the design, maintenance, protection and management of **highway** pavements. Some projects involve commercial **vehicle** weights and measures, crack sealing, performance evaluation of pavements and maintenance techniques, and computer-based performance prediction methods and pavement management systems. Other areas include guiderail **design** and evaluation, illumination design and **noise** control.

A principal concern of the Materials Research Office (235-4740) is the corrosion of concrete structures. Technology has been developed for cathodic protection of bridge decks, parking **garages** and similar structures. The group has also developed techniques and standards for the **rehabilitation** of deteriorated decks.

Other areas of interest include the **environmental** effects of road salt, alternative de-icing **chemicals**, **geotextiles** and design of **drainage** systems.

The Structural Research Office (235-4740) staff maintains a program of bridge testing to ensure the viability and strength of Ontario's highway bridges. This group is also instrumental in the development of the **Ontario Highway Bridge Design Code** and new structural analysis and design techniques such as partial pre-stressing.

The Traffic and Decision Systems Office (235-4742) is responsible for freeway **traffic** management systems, municipal traffic control, two-lane rural highway traffic prediction and pedestrian risk-taking. Staff also evaluate high-tech applications such as security control and obstacle avoidance for automated **transit**, laser **communications** and the potential of **computer** artificial intelligence in ministry operations.

The Highway Innovations and Strategic Research Office (235-4743) develops methods to improve the implementation of research findings into ministry practice. Central to this is the integration of new products and engineering techniques. The Office is developing a computer database of new product information and research activities, and it monitors the activities of the US **Strategic Highway Research Program** (SHRP) and the Canadian equivalent (CSHRP). Publications include technical reports based on in-house research and funded projects.

**ASSISTANT DEPUTY MINISTER - PROVINCIAL/MUNICIPAL TRANSPORTATION**

**COORDINATOR EXTERNAL RELATIONS**

MTC 32

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-4058

The Coordinator, External Relations coordinates **intergovernmental** relationships between Ontario and the other provinces and the federal government in the field of **transportation**. For the information of senior management, activities, new programs and legislation of the federal and other provincial governments are monitored, and assessments are made of the possible impact on the Ministry.

**TRANSPORTATION INDUSTRY OFFICE**

MTC 33

Central Bldg., Rm. 102  
1201 Wilson Ave.  
Downsview M3M 1J8  
416-235-3745

The Transportation Industry Office provides a focus within the Ministry for increasing initiatives related to **technological** and **industrial** development in Ontario. This function is realized by working with other ministries and levels of government to promote the development of **business** opportunities identified through MTC's wider-ranging **transportation** related activities, and by participating with business and other government agencies in the aggressive marketing of Ontario's transportation products, services and expertise in the international marketplace.

**PROVINCIAL TRANSPORTATION DIVISION**

**AVIATION OFFICE**

MTC 34

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-4049

The Aviation Office develops provincial policies on aviation matters; monitors the level of **air** services in Ontario; reviews air carrier applications for new or improved services submitted to the Canadian Transport Commission; and influences the federal government and the aviation industry for provision of improved transportation services and facilities in Ontario.

The office gives technical advice and **financial assistance** to municipalities for the development and maintenance of **municipal airports**, and plans and programs the construction and maintenance of remote airports in **Northern Ontario**.

The actual construction and maintenance activities for remote airports are carried out by this ministry's Remote Northern Transportation Office, Northwestern Region.

**MARINE OFFICE**

MTC 35

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-4044

The Marine Office works closely with the federal and other provincial governments, in cooperation with marine interests within the province, to formulate provincial policy sup-

porting the continued development of the **Great Lakes** and their ports as a viable commercial water **transportation** mode.

#### RAIL OFFICE

MTC 36

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-4058

The Rail Office develops provincial policy on **rail** matters. It maintains close contact with railway companies, shippers and regulatory authorities.

#### PASSENGER SYSTEMS OFFICE

MTC 37

1202 Wilson Ave., 2nd Flr., West Tower  
Downsview M3M 1J8  
416-235-4076

The Passenger Systems Office develops corporate policy positions on multi-modal passenger **transportation** issues and long-range perspectives for public and private transportation, particularly intercity. It is responsible for the Ministry's role in support of inter-modal passenger terminals and **publishes** the '**Ontario Intercity Guide to Public Transportation**' for free distribution.

#### GOODS DISTRIBUTION SYSTEMS OFFICE

MTC 38

1201 Wilson Ave., 2nd Flr., West Tower  
Downsview M3M 1J8  
416-235-4069

The Goods Distribution Systems Office offers a consulting service for Ontario **business** and **industry** encountering difficulties in the physical distribution of products. Service is provided by professional staff located in Downsview (see above), Thunder Bay, Sault Ste. Marie and Timmins. The office acts as the primary focus of contact with those in the private sector responsible for goods distribution. It provides analysis and prepares policy on goods distribution issues.

#### *Goods Distribution Systems Office*

Elgin Tower  
390 Bay St.  
**Sault Ste. Marie P6A 2A7**  
705-942-7447

#### *Goods Distribution Systems Office*

Timcor Building, Ste. 202  
273 Third Ave.  
**Timmins P4N 1E2**  
705-268-SHIP

#### *Goods Distribution Systems Office*

435 James St. S.  
**Thunder Bay P7C 5G6**  
807-475-SHIP

#### MUNICIPAL TRANSPORTATION DIVISION

#### MUNICIPAL TRANSPORTATION DIVISION

MTC 39

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-3990

The Municipal Transportation Division manages the Ministry's municipal transfer pro-

grams which assist municipalities in the development and operation of their transit systems for both conventional service and service for the physically disabled, and in the construction, rehabilitation and maintenance of their road systems. Authority is provided through the Public Transportation and Highways Improvement Act, Local Roads Boards Act and Statute Labour Act.

MUNICIPAL TRANSPORTATION  
POLICY PLANNING BRANCH

MTC 40

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-4093

The branch consists of: the Transportation Demand Research Office (235-4079); Municipal Transportation Policy Office (235-4093); Toronto Area Coordinating Office (235-3971); and Coordinator, Transportation Services for the Disabled (235-3971). It guides **municipal transportation** towards a balanced system of transit and roads by developing position papers on key issues and specific policy options; researches **travel demand**; monitors future trends and travel behaviour in the province; coordinates broad mobility initiatives for the **disabled** implements policy directions to coordinate its efforts with other offices, ministries, municipalities and transportation agencies; and provides a transportation focus within MTC for major planning initiatives in the greater Toronto area.

MUNICIPAL ROADS OFFICE

MTC 41

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-4009

The Municipal Roads Office formulates policy for providing **financial assistance** to **municipalities** and groups in **unorganized territories** for the **construction** and maintenance of **roads** and **bridges**. It develops systems to assist municipalities in the overall programming of capital works, and administers the **Public Transportation and Highway Improvement Act** and the **Local Roads Boards Act** Construction and maintenance in unorganized territories and direct contact on a day-to-day basis with municipalities is carried out in various district offices under the direction of Regional Municipal Roads Offices. For a list of the district offices, see this Ministry's Operations, Regional entry.

TRANSIT OFFICE

MTC 42

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-235-4010

The Transit Office provides **financial**, technical and organizational assistance to **municipalities** for **transit** operations by bus, streetcar, subway, and parallel services for physically **disabled persons**; for construction, acquisition and rehabilitation of capital assets and equipment; and for transit planning studies and demonstration projects.

# TRANSPORTATION TECHNOLOGY AND ENERGY BRANCH

MTC 43

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-235-5037

The Transportation Technology and Energy Branch conducts and promotes **research**, development and application of **transportation** and **energy technologies** and systems to improve the efficiency and effectiveness of Ontario's transportation systems. It supports the transportation industry and fosters economic growth.

Technical **Publications** (235-3466) publishes and distributes technical reports and newsletters and brochures, in support of the branch's activities.

# TRANSPORTATION TECHNOLOGY AND ENERGY BRANCH

MTC 44

AUTOMOTIVE TECHNOLOGY AND SYSTEMS OFFICE  
1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-235-5019

This Office initiates, conducts and evaluates research, development and demonstration activities to improve productivity, **safety** and application of technology to **bus transit** and commercial vehicles, including stability and handling. The office supports the **Transportation Energy Management Program** with **research** in **motor vehicles**, **trucks**, **alternate fuels**, and **electric** propulsion systems. To accommodate the testing needs of the Ministry and the Program, a central **laboratory** with a wide range of testing and instrumentation skills has been established.

# TRANSPORTATION TECHNOLOGY AND ENERGY BRANCH RAIL TECHNOLOGY AND SYSTEMS OFFICE

MTC 45

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-235-3459

The Rail Technology and Systems Office initiates and coordinates, projects in rail **transportation** technology, with the main focus on **research** development, demonstration and implementation of new technologies in urban **rail** transit. Activities include identifying technological needs and opportunities in cooperation with transit properties and industry; initiating projects to meet the needs; and managing Ministry funded projects. Studies are conducted in support of the above activities, and new developments in rail transit **technology** and their implementation are monitored. Rail vehicle dynamics, structures, **noise** and vibration testing and vision systems are included in the studies.

TRANSPORTATION TECHNOLOGY AND  
ENERGY BRANCH

MTC 46

TRANSIT CONTROL TECHNOLOGY AND SYSTEMS OFFICE

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-235-3459

The Transit Control Technology and Systems Office conducts research, development and demonstration activities in the application of control and information system technologies to improve transportation and communications in Ontario. Emphasis is on assisting the private sector in improving productivity and increasing the export potential of goods and services. Activities are concentrated in the areas of urban transit management; vehicular control systems; information systems; advanced technology applications such as **Wide Area Vehicle Monitoring (WAVM)**, transit maintenance information systems, robotics and expert systems for transit maintenance and operations.

TRANSPORTATION TECHNOLOGY AND  
ENERGY BRANCH

MTC 47

TRANSPORTATION ENERGY MANAGEMENT PROGRAM (TEMP)

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-235-5037

The Transportation Energy Management Program (TEMP) promotes energy efficiency and the use of alternative **fuels** with the aim of reducing Ontario's dependence on oil in its transportation sector. It is a joint program with the Ministry of Energy and deals with the following areas: **municipal transportation energy conservation**; ride-sharing (car and van pooling); DriveSave ( **driver** efficiency improvement); TruckSave ( **truck** energy conservation); alternative transportation fuels (propane, **natural gas**, methanol, greater use of diesels); administration of Government of Ontario energy management programs for its own **vehicle** fleet.

ASSISTANT DEPUTY MINISTER - SAFETY AND REGULATION

SPECIAL PROJECTS

MTC 48

1201 Wilson Ave., West Bldg.

Downsview M3M 1J8

416-235-3589

The Special Projects Office coordinates the Driver Project, which will upgrade and improve administration and computer support for **driver** licence administration. The Office is also responsible for coordinating **contingency planning** for the Transportation Regulation program.

TRANSPORTATION REGULATION  
DEVELOPMENT BRANCH

MTC 49

1201 Wilson Ave., West Bldg.

Downsview M3M 1J8

416-235-3585

The branch promotes the safe and efficient highway transportation of people and goods within Ontario by: determining and evaluating regulatory program needs of private and commercial **drivers** and **vehicles**, providing information and liaison on government poli-

cies concerning the **highway** carrier industries; and preparing drafts for proposed legislation and regulation (**Highway Traffic Act, Public Commercial Vehicles Act, Public Vehicles Act, Motorized Snow Vehicles Act, Off-Road Vehicles Act**). It assists the Ontario Highway Safety Coordinator in the promotion and coordination of highway **safety** activities in the public and private sectors; develops, monitors and evaluates **educational** regulatory or policy initiatives designed to influence the qualification, behaviour and attitudes of drivers and other road users and the use of safety-related vehicle equipment; disseminates highway **safety information**, data and research findings; and publishes the **Ontario Road Safety Annual Report**.

## TRANSPORTATION REGULATION OPERATIONS DIVISION

### SYSTEMS IMPROVEMENT OFFICE

MTC 50

2680 Keele St., East Bldg.

Downsview M3M 3E6

416-235-4502

The Systems Improvement Office is an internal systems support office serving the operational units within the Safety and Regulation Program. It undertakes maintenance and development relating to the Drivers, Vehicles and Carrier systems (for internal and external parties). Systems maintenance and development is handled out of Toronto and the Kingston office located at 355 Counter St., Kingston K7L 1A7 (613-544-2220).

### COMPLIANCE BRANCH

MTC 51

#### CARRIER LICENSING AND INFORMATION OFFICE

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-235-4493

Carrier Licensing and Information Office administers the **Public Vehicles Act** and the **Public Commercial Vehicles Act**. The office issues **licences** to: public vehicles (PV), e.g., **bus** and charter operations; public commercial vehicles (PCV), e.g., **trucks**, tractors, dual purpose vehicles operating for hire in Ontario beyond the municipality of origin; and **freight** forwarders (FF). It issues Class L **permits** (single-trip) to U.S. common carriers for movements of freight-in-bond through Ontario to another destination, e.g., corridor movements; administers the **Motor Vehicle Inspection Station (MVIS)** program and issues licences to qualified applicants. It also provides **Safety Standard Certificates (SSC)** and inspection stickers to licensed **garages** for dump trucks, school buses and propane powered vehicles. Applications for cartage licences within a municipality should be made at the Clerk's office in the municipality. Vehicle inspection and issuance of permits are carried out by the regional and district offices listed under this Ministry's Operations, Regional, Drivers and Vehicles Office entry.

### COMPLIANCE BRANCH

MTC 52

#### CARRIER CONTROL OFFICE

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-235-4479

Carrier Control Office investigates purported contraventions under the Motor Vehicle Transport (Federal), Public Commercial Vehicles (Provincial) and Public Vehicles (Pro-

vincial) Acts. It monitors operations of carriers and initiates control and sanction proceedings against offenders of the aforementioned Acts.

COMPLIANCE BRANCH  
OPERATIONAL POLICY AND STANDARDS OFFICE  
1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-235-3568

MTC 53

The Operational Policy and Standards Office promotes the uniform delivery of programs to the public by providing directives, operating procedures and technical expertise within the Compliance Branch.

COMPLIANCE BRANCH  
WEIGHTS AND DIMENSIONS OFFICE  
1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-235-4811

MTC 54

This office contributes to the protection of Ontario roads by enforcing controls on **vehicle** weights and dimensions. It responds to public and industry inquiries in the areas of over-size and overweight vehicle **permit** moves and issues applicable permits.

COMPLIANCE BRANCH  
VEHICLE STANDARDS OFFICE  
1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-235-3587

MTC 55

The Vehicle Standards Office provides consulting services to the Ministry, other government agencies and the public on **vehicle** related legislation and regulations, vehicle safety standards, vehicle performance and handling characteristics.

COMPLIANCE BRANCH  
DANGEROUS GOODS TRANSPORTATION PROJECT  
1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-235-3568

MTC 56

This office coordinates the development of a uniform national code for the **transportation** of dangerous goods, to ensure public safety.

LICENSING AND CONTROL BRANCH  
2680 Keele St., East Bldg.  
Downsview M3M 3E6

MTC 57

The Licencing and Control Branch regulates qualifications and performance of **drivers** and **vehicles** and maintains licensing, registration and conviction records for drivers and vehicles. The branch also provides driver and vehicle information to the public, the courts and law enforcement agencies. For vehicle licensing inquiries; driver control inquiries (suspensions, demerit points); driver licensing inquiries (renewals, change of address), call 235-2999 or contact nearest regional or district Drivers and Vehicles Office.

LICENSING AND CONTROL BRANCH  
RECIPROCITY AND PRORATE OFFICE

MTC 58

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-235-4774

The Reciprocity and Prorate Office administers Ontario's participation in the **Canadian Agreement on Vehicle Registration (CAVR)**, which has been implemented by all ten Canadian provinces (excluding the territories). The objective of the agreement is to provide for the smooth and efficient movement of goods across provincial boundaries, allowing **trucking** companies and commercial carriers to apportion their registration fees in each participating province. It provides reciprocity for **registration** of commercial **motor vehicles** (trucks and **buses**) in the following ways. Full and free reciprocity is provided for small trucks, trailers, charter buses and trucks carrying used household goods. Commercial vehicles not covered by full and free reciprocity may register in member jurisdictions and have the registration fees prorated, based on the distance travelled in each jurisdiction.

**OPERATIONS, REGIONAL**

OPERATIONS, REGIONAL

MTC 59

Operations, Regional of this Ministry are conducted through five regional and 18 provincial highways district offices which perform pre-contract engineering, **construction** and maintenance activities and other functions associated with the **Provincial Highways Program**. They also perform some of the program delivery functions of the Municipal Roads Program, Safety and Regulations Program and Air Program. These functions are described more fully under the following Operations, Regional entries: Administrative Services, Construction Office, Drivers and Vehicles Office, Engineering and Right-of-Way Office, Maintenance Office, Municipal Roads Office, Remote Northern Transportation, and Resources Planning and Scheduling. The Drivers and Vehicles Office has five regional offices, twelve district offices and a number of driver examination centres, which are listed under the Operations, Regional, Drivers and Vehicles Office.

The 18 provincial highways district offices assist municipal authorities in developing and maintaining a system of highways that meets municipal needs and is complementary to the provincial highways system. They advise on construction and maintenance techniques when requested and authorize payment of Ministry **subsidy** funds to **municipalities**. In **unorganized territories**, the district offices carry out construction or maintenance of local roads in cooperation with land owners. The offices also provide information on the condition of provincial **roads** and **highways**. Listed below are the five regional and 18 provincial highway district offices.

## CENTRAL REGION

### *Regional Office*

5000 Yonge St.  
**North York M2N 6E9**  
416-224-7400

If long distance dial  
1-800-268-0637 (General Information)  
1-800-268-1376 (Road Information)  
1-800-268-1387 (Winter Conditions)

### *District 4*

P. O. Box 5020  
1182 North Shore Blvd.  
**Burlington L7R 3Z9**  
416-637-5625

### *District 7*

P. O. Box 150  
138 Hope St. N.  
**Port Hope L1A 3W3**  
416-885-6381

### *District 6*

5000 Yonge St.  
**North York M2N 6E9**  
416-224-7400

## EASTERN REGION

### *Regional Office*

P. O. Box 4000  
355 Counter St.  
**Kingston K7L 5A3**  
613-545-4600

If long distance dial  
1-800-267-0295 (General Information)  
1-800-267-0284 (Road Information)

### *District 10*

P. O. Box 300  
64 Monck Rd.  
**Bancroft K0L 1C0**  
613-332-3220  
If long distance ask Operator  
for Zenith 83580  
(General & Road Information)

### *District 8*

P. O. Box 4000  
355 Counter St.  
**Kingston K7L 5A3**  
613-545-4600

### *District 9*

530 Tremblay Rd.  
**Ottawa K1G 0E4**  
613-745-6841

## NORTHERN REGION

### *Regional Office*

P. O. Box 477  
McKeown Ave.  
**North Bay P1B 8L2**  
705-472-7900

If long distance dial  
1-800-461-9547 (General Information)  
1-800-461-9523 (Road Information)

### *District 16*

P. O. Box 820  
50 Third Ave.  
**Cochrane P0L 1C0**  
705-272-4333

### *District 11*

207 Main St.  
**Huntsville P0A 1K0**  
705-789-2391

### *District 14*

P. O. Box 1390  
500 Rockley Rd.  
**New Liskeard P0J 1P0**  
705-647-6761

### *District 13*

P. O. Box 3030  
447 McKeown Ave.  
**North Bay P1B 8L2**  
705-472-7900

### *District 17*

P. O. Box 7000  
Station 'A'  
**Sudbury P3A 4S2**  
705-522-9380

## NORTHWESTERN REGION

### *Regional Office*

615 James St. S.  
P. O. Box 1177, Station 'F'  
**Thunder Bay P7C 4X9**  
807-577-6451  
If long distance dial  
1-800-465-6941 (General Information)  
1-800-465-6943 (Road Information)

### *District 20*

P. O. Box 1070  
808 Robertson St.  
**Kenora P9N 3X9**  
807-468-6494

### *District 18*

P. O. Box 500  
McDougall St.  
**Sault Ste. Marie P6A 5M6**  
705-256-5682

### *District 19*

P. O. Box 96  
615 James St. S.  
**Thunder Bay P7C 4V7**  
807-577-6451

## SOUTHWESTERN REGION

### *Regional Office*

P. O. Box 5338  
659 Exeter Rd.  
**London N6A 5H2**  
519-681-1441  
If long distance dial  
1-800-265-6072 (General Information)  
1-800-265-6070 (Road Information)

### *District 1*

P. O. Box 819  
60 Keil Dr.  
**Chatham N7M 5L3**  
519-354-1400

### *District 2*

P. O. Box 6008  
659 Exeter Rd.  
**London N5V 2Y4**  
519-681-1441

### *District 5*

P. O. Box 520  
1450 Seventh Ave. E.  
**Owen Sound N4K 5R1**  
519-376-7350

### *District 3*

P. O. Box 8  
581 Huron St.  
**Stratford N5A 6S8**  
519-271-3550

## OPERATIONS, REGIONAL ADMINISTRATIVE SERVICES

MTC 60

Regional and district offices provide financial, personnel, supply and support services to all program staff operating out of regional/district and field offices. These include payroll and related items; processing accounts for payment; maintaining cost records and budgets; purchasing goods and/or services and stockkeeping; supply and service tenders; communications (telephone, teletype); recruitment, classifications, counselling of staff, etc.; newspaper advertising; secretarial support, furniture and office equipment ordering and record maintenance. See this Ministry's Operations, Regional entry, for a list of regional and district offices.

## OPERATIONS, REGIONAL CONSTRUCTION OFFICE

MTC 61

Through five Regional Construction Offices, the Ministry supervises contracts for the

**construction** of new **highway** facilities and for rehabilitation and upgrading of the existing highways. These offices are located at the five regional offices listed under this Ministry's Operations, Regional entry.

## OPERATIONS, REGIONAL DRIVERS AND VEHICLES OFFICE

MTC 62

Operations, Regional, Drivers and Vehicles Office provides driver examination, vehicle inspection and highway carrier enforcement programs through five regional and 14 district offices in the Province. The offices hold driver examination tests for various classifications of **drivers** of **motor vehicles** including **motorcycles** and for driver education instructors, and issue driver **licences** at 65 full-time centres and 98 travel points. Demerit system and driver improvement interviews are conducted at offices throughout the Province. The vehicle inspection function involves inspection of commercial motor vehicles, monitoring of **school** and non-commercial **bus** inspection, issuance of **safety** standard certificates, and operation of portable and permanent inspection lanes. Highway Carrier officers inspect commercial motor vehicles for compliance with weight and license legislation. Oversize/overweight **permits** are issued in districts on an annual, project and single-trip basis. The following is a list of the 5 regional offices, and 14 district offices and the 65 full-time driver examination centres, arranged alphabetically by city or town.

### CENTRAL REGION

*Oversize/Overweight Permits*  
416-750-3407

#### Regional Office

5000 Yonge St.  
**North York M2N 6E9**  
416-224-7400

If long distance dial  
1-800-268-7590 vehicle inquiry  
1-800-268-0637 general inquiry

*District 22*  
7900 Airport Rd.  
**Brampton L6T 4N8**  
416-793-4340  
(Regional Municipalities of  
Halton and Peel)

*Driver Licencing*  
416-793-4336

#### District Offices

*District 21*  
773 Warden Ave.  
**Scarborough M1L 4C2**  
416-750-3407  
(Regional Municipality of York &  
Metropolitan Toronto)

*Driver Licensing*  
416-751-4952

*Bus & Truck Operations*  
*Safety Inspection of Vehicles*  
416-750-3407

*Vehicle Permits & Licences*  
Queen's Park: 416-965-2206

*Bus and Truck Operations*  
*Safety Inspection of Vehicles*  
*Oversize Overweight Permits*  
416-793-4340

*District 23*  
370 Kenora Ave. N.  
**Stoney Creek L8E 2W2**  
416-561-5921  
(County of Brant, the former  
County of Haldimand & the Regional  
Municipalities of  
Hamilton-Wentworth and Niagara)

*Driver Licensing*  
416-561-5921

*Bus & Truck Operations*  
416-561-5926

*Safety Inspection of Vehicles*  
416-561-5927

*Vehicle Permits & Licences*  
416-561-5921

*Oversize/Overweight Permits*  
Hamilton: 416-561-5921  
St. Catharines: 416-685-6527

*District 24*  
138 Hope St. N.  
P. O. Box 150  
**Port Hope L1A 3W3**  
416-885-2481  
(Counties of Northumberland,  
Peterborough, Victoria and  
Regional Municipality of Durham)

*Driver Licensing*  
*Bus and Truck Operations*  
*Safety Inspection of Vehicles*  
416-885-2481

*Oshawa Office*  
67 Thorton Rd.  
**Oshawa L1J 5Y1**  
416-728-7505

## EASTERN REGION

**Regional Office**  
  
355 Counter St.  
**Kingston K7L 5A3**  
613-544-2220  
If long distance dial  
1-800-267-0295

## District Offices

*District 41*  
355 Counter St.  
**Kingston K7L 5A3**  
613-544-2220  
(Counties of Lennox and Addington,  
Hastings, Prince Edward, Frontenac,  
Leeds and Grenville, Stormont,  
Dundas and Glengarry)

*District 42*  
1570 Walkley Rd.  
**Ottawa K1V 6P5**  
613-731-1760  
(Counties of Lanark, Renfrew,  
Prescott, Russell and the Regional  
Municipality of Ottawa-Carleton)

*Driver Licensing*  
613-731-1760

*Bus & Truck Operations*  
*Safety Inspection of Vehicles*  
*Oversize/Overweight Permits*  
*Vehicle Permits & Licences*  
613-731-6451

## NORTHERN REGION

**Regional Office**  
  
447 McKeown Ave.  
P.O. Box 3030  
**North Bay P1B 8L2**  
705-472-7900  
If long distance dial  
1-800-461-9548

**District Offices**

*District 51*

447 McKeown Ave.

**North Bay P1B 8L2**

705-472-7900

If Long distance dial

1-800-461-9547

(District of Parry Sound,

Nipissing, the District

Municipality of Muskoka & the

Provisional County of Haliburton)

*District 52*

83 Algonquin Blvd. W.

**Timmins P4N 2R4**

705-264-5349

(Districts of Timiskaming and

Cochrane, Sudbury, Manitoulin and

Eastern part of Algoma District

and the Regional Municipality

of Sudbury)

*Driver Licensing*

705-264-5349

*Sudbury (Drivers & Vehicles)*

705-566-0315

*Bus & Truck Operations*

*Safety Inspection of Vehicles*

*Oversize/Overweight Permits*

705-264-2239

*Driver Licencing*

705-264-1414

**NORTHWESTERN REGION**

**Regional Office**

615 James St. S.

Box 1177, Station 'F'

**Thunder Bay P7C 4X9**

807-475-4291

If long distance dial

1-800-465-5032/3 (road information)

1-800-465-5034 (switchboard)

1-800-465-5035 (drivers & vehicles)

**District Offices**

*District 62*

808 Robertson St.

Box 2250

**Kenora P9N 3X9**

807-468-9715

(Districts of Kenora

& Rainy River)

*Driver Licensing*

*Oversize/Overweight Permits*

*Bus & Truck Operations*

*Safety Inspection of Vehicles*

807-468-9715

*District 63*

370 Lake St.

**Sault Ste. Marie P6B 3L1**

705-254-4365

(District of Algoma)

*District 61*

615 James St. S.

**Thunder Bay P7C 4X9**

807-475-4291

(District of Thunder Bay)

*Vehicle Licensing*

*Driver Licensing*

*Oversize/Overweight Permits*

*Bus & Truck Operations*

*Safety Inspection of Vehicles*

807-475-4291

*Dryden Office*

479 Government Rd.

P. O. Box 3000

**Dryden P8N 3B3**

807-223-3237

*Fort Frances Office*

621 Mowat Ave.

P. O. Box 536

**Fort Frances P9A 3M8**

807-274-6623

*Wawa Office*  
11B Second Ave.  
Box 497  
**Wawa P0S 1K0**  
705-856-7086

## **SOUTHWESTERN REGION**

### **Regional Office**

659 Exeter Rd.  
P. O. Box 5338  
**London N6A 5H2**  
519-681-1441  
If long distance dial  
1-800-265-6072

### **District Offices**

*District 33*  
524 Belmont Ave. W.  
**Kitchener N2M 5E3**  
519-744-6340  
(Counties of Huron, Perth,  
Wellington, Bruce, Grey,  
Dufferin, Simcoe and the Regional  
Municipality of Waterloo)

*Driver Licensing*  
519-744-6340

*Bus & Truck Operations*  
Kitchener: 519-744-1129  
Clinton : 519-482-5536  
Owen Sound: 519-376-1341  
Barrie: 705-726-3833

*Safety Inspection of Vehicles*  
519-744-1120

*Oversize/Overweight Permits*  
Barrie: 705-726-1262  
Kitchener: 519-744-6340

*District 31*  
659 Exeter Rd.  
**London N6A 5H2**  
519-681-1441  
(Counties of Elgin, Oxford,  
Middlesex and the former County  
of Norfolk)  
Suspension Information  
1-800-265-6073

*Bus & Truck Operations*  
London: 519-681-1441, ext. 121 or 170  
Putnam: 519-268-8240  
Tillsonburg: 519-842-5739

*Safety Inspection of Vehicles*  
*Oversize/Overweight Permits*  
*Vehicle Permits & Licences*  
519-681-1441

*District 32*  
2090 Wyandotte St. E.  
**Windsor N8Y 1E6**  
519-258-8312  
(Counties of Essex,  
Kent & Lambton)

*Driver Licensing*  
*Bus & Truck Operations*  
Windsor: 519-258-8312  
Windsor: 519-723-2227  
Sarnia: 519-542-7709

*Safety Inspection of Vehicles*  
519-258-8312

*Oversize/Overweight Permits*  
Sarnia: 519-542-7707/8  
Windsor: 519-258-8312

## **DRIVER EXAMINATION CENTRES**

800 Yonge St. S.  
**Aurora L4G 1M2**  
416-773-5019

64 Monck St., Box 300  
**Bancroft K0L 1C0**  
613-332-3230 Ext. 29

**494 Ministry of Transportation and Communications**

The Duckworth Plaza  
353 Duckworth St.  
**Barrie L4M 3X8**  
705-726-1262

220 Dundas St. E.  
**Belleville K8N 1E3**  
613-962-8661/2

John Rhodes Driver Examination Centre  
7900 Airport Rd.  
**Brampton L6T 4N8**  
416-793-4336

14 Holiday Inn Dr.  
P. O. Box 1554  
**Brantford N3T 5V6**  
519-756-5735/0290

44 Parkdale Ave.  
**Brockville K6V 3G8**  
613-342-9772/9

Towers Plaza  
152 Plains Rd. W.  
**Burlington L7T 1E9**  
416-632-0446

261 Elgin St. N.  
Box 123  
**Cambridge N1R 5S9**  
519-623-0550

Court House  
**Cayuga NOA 1E0**  
416-772-5302

62 Keil Dr. S.  
**Chatham N7M 3G8**  
519-352-6154

154 Beech St.  
**Clinton N0M 1L0**  
519-482-7831

19 Charles St.  
**Cobourg K9A 2T4**  
416-372-9415

50 Third Ave.  
Bag 5000  
**Cochrane P0L 1C0**  
705-272-4333

120 Tollgate Rd. W.,  
**Cornwall K6J 5M3**  
613-933-8921/2

479 Government Rd.  
P. O. Box 3000  
**Dryden P8N 3B3**  
807-223-3237

375 Station Rd.  
Box 240  
**Espanola P0P 1C0**  
705-869-4884

621 Mowat Ave.  
Box 536  
**Fort Frances P9A 1Z2**  
807-274-6623

Victoria Grange Plaza  
25 Victoria Rd. N.  
**Guelph N1E 5G6**  
519-824-2790

Mountain Plaza, Store U  
673 Upper James St.  
**Hamilton L9C 5R9**  
416-389-2242/3

21 Nelson St.  
**Hawkesbury K6A 1L4**  
613-632-4638

207 Main St. W.  
Equipment Bldg.  
**Huntsville P0A 1K0**  
705-789-2391

6 Queen St.  
**Kapuskasing P5N 1G7**  
705-335-4290

808 Robertson St.  
Box 2250  
Ontario Government Bldg.  
**Kenora P9N 3X8**  
807-468-9715/5618

355 Counter St.  
**Kingston K7L 5A3**  
613-544-2220 Ext. 347

40-B Lebel Ave.  
**Kirkland Lake P2N 2Y5**  
705-567-7911

524 Belmont Ave. W.  
**Kitchener N2M 5E3**  
519-744-6340/1

89 Erie St. N.  
**Leamington N8H 2Z7**  
519-326-2581

Ontario Government Bldg.  
322 Kent St. W., Rm. 133  
**Lindsay K9V 2Z9**  
705-324-6431

659 Exeter Rd.  
Box 5338  
**London N6A 5H2**  
519-681-2501 recording  
519-681-2503 direct line

578 King St.  
**Midland L4R 4P3**  
705-526-9471

500 Rockley Rd.  
Box 1209  
**New Liskeard P0J 1P0**  
705-647-5406

Stamford Green Plaza  
3483 Portage Rd. N.  
**Niagara Falls L2J 2K5**  
416-356-0742

447 McKeown Ave.  
Box 3030  
**North Bay P1B 8L2**  
705-472-7900 Ext. 329

Oaktown Plaza  
568 Kerr St.  
**Oakville L6K 3C7**  
416-845-0451

70 First St., Ste. 101  
**Orangeville L9W 2E5**  
519-941-6861

I.G.A. Plaza  
404 Lacie St.  
**Orillia L3V 4P5**  
705-326-9293

67 Thornton Rd. S.  
**Oshawa L1J 5Y1**  
416-728-7616/7505

1570 Walkley Rd.  
**Ottawa K1V 6P5**  
613-731-1760

1450 Seventh Ave. E.  
**Owen Sound N4K 5R1**  
519-376-2342/2343

513 Eganville Rd.  
**Pembroke K8A 4E6**  
613-732-7041

164 Sherbrooke St.  
**Peterborough K9J 2N3**  
705-745-2332

32 Duke Ave.  
**Renfrew K7V 3B9**  
613-432-4556

512 Welland Ave.  
**St. Catharines L2M 5V5**  
416-685-6527/8

1362 Lambton Mall Rd., Ste. 4  
**Sarnia N7S 5A1**  
519-542-7707/8

370 Lake St.  
**Sault Ste. Marie P6B 3L1**  
 705-254-4365/6

773 Warden Ave.  
**Scarborough M1L 4C2**  
 416-751-4952

599 Bank St.  
**Simcoe N3Y 3N3**  
 519-426-6722

10 Church St. W.  
**Smiths Falls K7A 1P5**  
 613-283-2815

370 Kenora Ave. N.  
**Stoney Creek L8E 2W2**  
 416-561-5921

581 Huron St.  
**Stratford N5A 5T8**  
 519-271-0961

200 Metcalfe St. E.  
**Strathroy N7G 1P8**  
 519-245-1020

Montrose Mall  
 782 LaSalle Blvd.  
**Sudbury P3A 1X4**  
 705-566-0315

615 James St. S.  
 Box 1177, Station 'F'  
**Thunder Bay P7C 4X9**  
 807-475-4291

56 Brook St. E.  
**Tillsonburg N4G 1Z6**  
 519-842-5739

83 Algonquin Blvd. W.  
**Timmins P4N 2R4**  
 705-264-5349

Rm. M1-20, Macdonald Block  
**Queen's Park, Toronto M7A 2A2**  
 416-965-6061

262 Falstaff Ave.  
**Toronto M6L 2G1**  
 416-248-7211

82 Division St.  
**Trenton K8V 4W5**  
 613-392-3346

220 Ridout St.  
**Walkerton N0G 2V0**  
 519-881-3400

11B Second Ave.  
 Box 497  
**Wawa P0S 1K0**  
 705-856-7086

A & P Plaza  
 325 Thorold St. W.  
**Welland L3C 3W4**  
 416-732-3132

449 Main St. E.  
**Winchester K0C 2K0**  
 613-774-2206

2090 Wyandotte St. E.  
**Windsor N8Y 1E6**  
 519-258-8312

Springbank Shopping Plaza  
 212 Springbank Ave.  
**Woodstock N4S 7R3**  
 519-539-2223

## OPERATIONS, REGIONAL ENGINEERING AND RIGHT-OF-WAY OFFICE

MTC 63

An Engineering and Right-of-Way Office is located at each of the Ministry's five regional offices listed under the Operations, Regional entry. Each office manages all pre-construction engineering activities, **environmental** assessment, **property** acquisition and disposal required for the Ministry's **highway** improvement programs. The Planning and Design Section prepares preliminary designs and assessments of existing and future high-

way systems; produces detailed project and contract designs; coordinates activities to ensure that detailed design contract packages conform to the Environmental Assessment Act; and ensures compatibility of public and private developments with existing highway facilities and future improvements. The Surveys and Plans Section provides all engineering and land **surveys** and aerial **photograph** interpretation in the region. The Property Section acquires, manages, leases and sells the Ministry's property holdings. The Geotechnical Section conducts investigations and evaluations of existing **soil** conditions, recommends embankments and pavement designs; specifies retaining wall and culvert foundation capacities; and identifies and tests aggregate sources suitable for use by ministry contractors. The Structural Section undertakes structural and **hydrological** designs.

#### OPERATIONS, REGIONAL MAINTENANCE OFFICE

MTC 64

The **Highway Maintenance Program** for all districts in the region is coordinated, approved and monitored through the regional offices (see list under this Ministry's Operations, Regional entry). These offices manage **construction** and maintenance programs associated with patrol yards and buildings. Through their Traffic Section, they collect **traffic statistics**, conduct traffic operations studies, determine **road** information sign and traffic signal locations and provide traffic engineering services upon request from authorities external and internal to the Ministry.

#### OPERATIONS, REGIONAL MUNICIPAL ROADS OFFICE

MTC 65

This office approves and authorizes **financial assistance** to **municipalities** through the Ministry's municipal **road** programs, within policy guidelines established by Head Office. A Municipal Roads Office is located at each of the Ministry's 18 district offices in the five regions which are listed under the Operations, Regional entry.

#### OPERATIONS, REGIONAL REMOTE NORTHERN TRANSPORTATION

MTC 66

615 James St. S.  
P.O. Box 1177, Postal Station 'F'  
Thunder Bay P7C 4X9  
807-557-6451

This office, located in the northwestern regional headquarters, is responsible for the **construction** and ongoing operation of remote **airports** in **Northern Ontario**. For information on provincial policy on aviation matters, see this Ministry's Aviation Office entry.

#### OPERATIONS, REGIONAL RESOURCES PLANNING AND SCHEDULING

MTC 67

A Resources Planning and Scheduling Office is located at some of this Ministry's regional offices (see the Operations, Regional entry, for a list of regional offices). The offices provide **computer** services support, staff training and development, **personnel** management and management **systems development** to each region. They coordinate improvements to the **highway** system within the regions as part of the Provincial Highways Program. These functions are supported by the Regional Administrative Services Office in regions that do not have a Resources Planning and Scheduling Office.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or telecommunications branch.

## ONTARIO HIGHWAY TRANSPORT BOARD

MTC 68

151 Bloor St. W., 10th Flr.

Toronto M5S 2T5

416-965-1845

The Ontario Highway Transport Board, a regulatory tribunal, approves issuance of and changes to **licences** for **bus** and **truck** for-hire services. It recommends to the Minister of Transportation and Communications approval or rejection of transfers of operating licences and public vehicle tariffs. Operating licences are issued by the Minister of Transportation and Communications under the following Acts: Public Commercial Vehicles Act, Public Vehicles Act and Motor Vehicle Transport Act, Canada. These acts require that for-hire bus and truck operators hold an operating licence. This office maintains a **library**, available to the public, of trucking rates and tariffs. It also publishes the O.H.T.B. Annual Report.

## ONTARIO TELEPHONE SERVICE COMMISSION

MTC 69

3625 Dufferin St., Ste. 200

Downsview M3K 1Z2

416-235-4950

Under the **Telephone Act**, the Ontario Telephone Service Commission (**OTSC**) is responsible for regulating the providers of telephone services under provincial jurisdiction. There are 30 telephone systems within the jurisdiction of the Ontario Telephone Service Commission. Bell Canada is not included; it reports to the Canadian Radio-Television and Telecommunications Commission (CRTC).

## GO TRANSIT

MTC 70

555 Wilson Ave.

Downsview M3H 5Y6

416-630-5220

GO Transit is an inter-regional **transit** system serving Metro Toronto and the surrounding Regions of Durham, York, Peel, Halton and Hamilton-Wentworth. GO (for Government of Ontario) administers the system, and contract operators handle most of the day-to-day service: CN Rail and CP Rail for GO Train service, and Gray Coach Lines, Travelways and Charterways for GO Bus service. For information on timetables and fares, phone the local GO Transit number (in Toronto, 630-3933). GO reports to the Legislature through the Minister of Transportation and Communications.

## LICENCE SUSPENSION APPEAL BOARD

MTC 71

700 Bay St., 24th Flr.

Toronto M5G 1Z6

416-963-1583

The Board hears appeals: from persons whose **driver** or **vehicle licence** has been suspended under the **Highway Traffic Act**, Section 30 and Section 18; and concerning the

refusal, revocation or conditions of motor vehicle inspection station licences under the Highway Traffic Act, Section 75(8) (a) and (e) and Section 77 (a) and (c).

## ACTS

### ACTS

MTC 72

The following is a list of Acts administered by the Ministry of Transportation and Communications. For information on which branches administer the Acts, see Key Word Index or contact this Ministry's legal service branch or information/communications branch.

- Airports Act
- Blue Waters Bridge Act
- Bridges Act
- Commuter Services Act
- Dangerous Goods Transportation Act, 1981
- Ferries Act
- Highway Traffic Act
- Local Roads Boards Act
- Ministry of Transportation and Communications Act
- Ministry of Transportation and Communications Creditors Payment Act
- Motorized Snow Vehicles Act
- Municipal Electric Railways Act
- Muskoka & Parry Sound Telephone Co., Limited Acquisition Act, 1978
- Off-Road Vehicles Act, 1983
- Ontario Highway Transport Board Act
- Ontario Telephone Development Corporation Act
- Ontario Transportation Development Corporation Act
- Public Commercial Vehicles Act
- Public Service Works on Highways Act
- Public Transportation and Highways Improvement Act
- Public Vehicles Act
- Railways Act
- Statute Labour Act (Part)
- Telephone Act
- Toll Bridges Act
- Toronto Area Transit Operating Authority Act
- Township of Pelee Act, 1978
- Urban Transportation Development Corporation Ltd. Act

## MINISTRY OF TREASURY AND ECONOMICS

Frost Bldg. South

Queen's Park, Toronto M7A 1Y7

A Treasury department in Ontario was first established in 1867. Over the years it has been a part of various other government departments including Education, Commerce, Development and Federal and Provincial Relations. In 1972, certain sections of the Department of Municipal Affairs and the Department of Treasury and Economics were combined to form the Ministry of Treasury, Economics and Intergovernmental Affairs. The Ministry of Treasury and Economics was established under the Ministry of Treasury and Economics Act, 1978.

The Ministry of Treasury and Economics recommends fiscal, economic and regional policies within the Ontario government. It deals with taxation and fiscal policy (including development of the Provincial Budget), economic policy and analysis, regional economic development, provincial borrowing and accounting and statistical information.

### DEPUTY MINISTER'S OFFICE

#### OFFICE OF LEGAL SERVICES

TREASURY 1

Frost Bldg. S., 5th Flr.

Queen's Park, Toronto M7A 1Y7

416-965-5239

Legal services for the Ministry of Treasury and Economics are provided by this branch. It counsels the Ministry on the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. General legal services include the settling of claims, the drafting of agreements and legal advice on government finance. It is responsible to the Attorney General's Office.

### ADMINISTRATION

#### AFFIRMATIVE ACTION PROGRAM

TREASURY 2

Frost Bldg. S., 5th Flr.

Queen's Park, Toronto M7A 1Y7

416-965-5446

Equality in employment for women crown employees is a policy of the Ontario government. Through its **Affirmative Action Program**, the ministry provides equal opportunity for employment, with special emphasis on training and promoting women into senior management; training women for technology-related occupations and increasing the number of women in occupational groups where they represent less than 30 per cent of the employees. The Affirmative Action office assists managers and employees with initiatives to meet these objectives.

#### COMMUNICATIONS SERVICES BRANCH

TREASURY 3

Frost Bldg. S., 5th Flr.

Queen's Park, Toronto M7A 1Y7

416-965-7171

Telex 06-217575

Telecopier 416-965-3067

Communications Services Branch informs the public, client groups and the media about

the Ministry's activities. It establishes the Ministry's communications policy, advises its branches on communications problems and provides communications support to the Treasurer and the Deputy. Its activities include media liaison, answering public inquiries and producing and distributing news releases, statements and publications.

#### LIBRARY SERVICES BRANCH

TREASURY 4

Frost Bldg. N., Main Flr.  
Queen's Park, Toronto M7A 1Y8  
416-965-2314

Library Services Branch operates a **library** which has reference materials for use by this Ministry, the Ministry of Intergovernmental Affairs, Human Resources Secretariat, Management Board, and their agencies and, to a lesser extent, by other provincial and federal ministries. The library has an index to **legislation** in the form of **Private Acts** in Ontario since 1867, which may be of interest to **municipalities** and the public.

#### MANAGEMENT SERVICES BRANCH

TREASURY 5

Frost Bldg. S., 5th Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-5500

Systems for the allocation and utilization of the Ministry's resources and results-oriented style of management are developed and monitored by this branch. It oversees organization, conducts studies, coordinates the Administration Manual, liaises with the Management Board Secretariat and assists the Coordinator, Freedom of Information, in planning for the implementation of the **Freedom of Information** and Protection of Individual Privacy legislation in the Ministry.

#### ACCOUNTS AND OFFICE SERVICES BRANCH

TREASURY 6

1075 Bay St., 4th Flr.  
Toronto M5S 2B1  
416-965-4085

Accounts and Office Services Branch performs administrative functions for the Ministries of Treasury and Economics, Intergovernmental Affairs, Energy, the Ontario Energy Board, Management Board Secretariat, Human Resources Secretariat, Cabinet Office and Office of the Premier.

General accounting functions include sharing payroll processes with the Ministry's Personnel Branch; expense account services; accounts payable; financial liaison with the Provincial Auditor and other government ministries and agencies; and data processing/-systems services.

Administrative services cover the purchasing of goods and services, supply management, printing, duplicating, word processing, mail, transportation, records management, assets management, maintenance of policy and procedures manuals (e.g., Manual of Administration) and, in liaison with the Ministry of Government Services, coordination of common services, such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. The branch is also responsible for office safety supervision.

**INTERNAL AUDIT SERVICES BRANCH**

**TREASURY 7**

1075 Bay St., 4th Flr.  
Toronto M5S 2B1  
416-965-5123

This Branch audits all operations of the Ministry, its agencies and clients to provide management with a systematic, independent appraisal of the efficiency, economy and effectiveness of internal controls and management practices. Clients include the Ministry of Intergovernmental Affairs, Ministry of Energy, Ministry of Skills Development, Management Board, Civil Service Commission, Human Resources Secretariat, Office of the Premier and Cabinet Office.

**PERSONNEL BRANCH**

**TREASURY 8**

1075 Bay St., 4th Flr.  
Toronto M5S 2B1  
416-965-6171

Personnel Branch performs the personnel functions for the Ministry of Treasury and Economics, the Ministry of Intergovernmental Affairs, the Ministry of Energy, the Ontario Energy Board, the Office of the Premier, Cabinet Office, and the Ministry of Skills Development. The branch works mainly in an advisory capacity with line managers whose primary task is personnel matters within their units. It is responsible for establishing personnel policies and procedures, and appropriate classification and compensation levels for all ministry employees, staff recruitment, employee counselling, investigation of employee grievances and all matters affecting working conditions and performance. Personnel Branch maintains the Ministry's personnel, payroll and employee benefit records. It also serves as liaison between the Ministry and the Human Resources Secretariat, Management Board of Cabinet and the Ontario Public Service Employees Union (OPSEU).

**TREASURY DIVISION**

**FINANCE MANAGEMENT BRANCH**

**TREASURY 9**

Frost Bldg N., 2nd Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-2914

Finance Management Branch provides analysis, recommendations, and implementation of government finance policy to ensure sound strategy and to maintain Ontario's status in capital markets; controls and manages the government's cash flows to ensure that obligations are met without default and that surplus funds are **invested**; provides direction for the Province's centralized financing policy and government debt management requirements, including the issuance and retirement of Province of Ontario debt **securities (debentures and treasury bills)**; coordinates overall **debt** policy for the public and non-public financing of the Province, Ontario Hydro and all boards, commissions and agencies utilizing the provincial guarantee.

FINANCIAL INFORMATION AND ACCOUNTING  
POLICY BRANCH

TREASURY 10

Frost Bldg. N., 2nd Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-5273

Financial Information and Accounting Policy Branch manages Ontario's requirements in overall government **accounting**, control and consolidated **public** and internal **financial** reporting. Specifically, it maintains records of all **Consolidated Revenue Fund** transactions; prepares reports for use by the Treasurer before the Legislature, the public and the financial community, e.g., **Public Accounts**, and prospectuses of **debentures**. The branch operates central financial information systems by analyzing and consolidating data on revenues, expenditures, budgets and forecasts. It provides all ministries and agencies with direction on financial transactions to ensure quality and comprehension of accounting and financial management policies; coordinates interministry effort on 'in-house' systems to ensure compatibility with central financial information systems and provides expertise on all accounting and financial matters as referred by Management Board and all ministries and agencies. It supplies operational liaison with the **banking** community.

## SECURITIES BRANCH

TREASURY 11

Frost Bldg. N., Main Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-6691  
Toll-Free: 1-800-268-7098

Securities Branch acts as registrar and transfer agent of the provincial public **debt** issues, both domestic and foreign. The branch is responsible for prompt payment of interest on the public debt; supplying investors with information on transfer requirements and arranging for complete service of **debentures** from issue to maturity. It also supports the programs of the Finance Management Branch in the **investments** of the Province and holds in safekeeping **securities** deposited with the Province by the public in accordance with the regulations of provincial legislation.

## OFFICE OF THE BUDGET AND INTERGOVERNMENTAL FINANCE

INTERGOVERNMENTAL FINANCE POLICY  
BRANCH

TREASURY 12

Frost Bldg. S., 5th Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-3505

Activities of this branch focus on financial transfers from the federal government to Ontario and from Ontario to its local governments. The branch monitors, analyzes and negotiates **federal-provincial** agreements and offers information and advice on trends in fiscal federalism; monitors and supplies policy advice on the level and distribution of grants to **municipalities** and **school boards** and on specific grant issues; provides a comprehensive perspective on each sector, and an integrated approach to financial issues involving all three levels of government.

The branch also contributes to the formulation of Ontario's overall **pension** and income security policy. It undertakes and coordinates **research**, analysis and policy development in the pension and income security field within Treasury and Economics and, when

appropriate, across ministries. Specific responsibilities are policies concerning the Canada Pension Plan, GAINS-A, the Teachers' Superannuation Plan and the Ontario Municipal Employees Retirement System (416-965-2194).

#### FISCAL PLANNING POLICY BRANCH

TREASURY 13

Frost Bldg. S., 4th Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-5171

Fiscal Planning Policy Branch coordinates and prepares the Province's fiscal plan which is published annually in the **Budget** and updated quarterly in **Ontario Finances**.

#### TAXATION POLICY BRANCH

TREASURY 14

Frost Bldg. S., 4th Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-5058

The **Taxation** Policy Branch monitors the Ontario tax system and analyzes alternative tax options. It makes recommendations on the appropriate level and mix of taxation in the Province of Ontario.

#### OFFICE OF ECONOMIC POLICY

##### SECTORAL AND REGIONAL POLICY BRANCH

TREASURY 15

Frost Bldg. N., 4th Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-6566

Sectoral and Regional Policy Branch provides **research**, policy options and support for economic development of the regions and specific sectors of the Ontario economy. Analysis, administration and delivery of the Ministry's **Community Economic Transformation Agreements (CETA)** program (965-7078), and negotiations with federal and provincial ministries on cost-shared agreements for **economic** development of the province, are coordinated by this branch. It advises on **statistical** policy, represents the province in negotiations with Statistics Canada, and provides Treasury and other ministries with statistical information (965-0955) and **demographic** projections for policy development.

##### ECONOMIC POLICY BRANCH

TREASURY 16

Frost Bldg. N., 5th Flr.  
Queen's Park, Toronto M7A 1Z1  
416-965-2999

The Economic Policy Branch conducts **research** and develops **economic** policy strategies in the following areas: economic development; stabilization policy; medium term (including **labour** market) issues, social and **women's** issues, industrial and business policy; international and interprovincial trade; competition policy; human resources policy and short and medium term economic forecasts.

#### AGENCIES

For some background information on ministerial agencies, boards and commissions, see the entry under Royal Commissions, Special Purpose Bodies and Others (ATT GEN).

Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

#### ONTARIO MUNICIPAL EMPLOYEES RETIREMENT BOARD

TREASURY 17

2 Bloor St. W., 27th Flr.

Toronto M4W 3E2

416-926-2400

416-967-3739 Investment Department

The Board administers the **Ontario Municipal Employees Retirement System (OMERS)** Act which provides **pension** plans for employees of municipalities and local boards in Ontario.

#### ONTARIO MUNICIPAL IMPROVEMENT CORPORATION

TREASURY 18

Frost Bldg S., 5th Flr.

Queen's Park, Toronto, M7A 1Y7

416-965-2451

**The Ontario Municipal Improvement Corporation (OMIC)**, established in 1950, may purchase debentures from smaller municipalities (under 20,000 population) or school boards on a last resort basis in the event of their being unable to sell to advantage elsewhere. The Corporation also advises potential borrowers on public markets and the expectations of private investors. OMIC's lending rate varies periodically with market fluctuations. Contemporary rates are available on request.

#### STADIUM CORPORATION OF ONTARIO LIMITED

TREASURY 19

277 Front St., W., Ste. 930

Toronto M5V 2X4

416-963-3513

The Stadium Corporation of Ontario is a Crown Corporation held in right of Her Majesty by the Treasurer of Ontario. It was set up in 1983 to arrange the financing and construction and to oversee the operation of a retractable-roof, multi-purpose **domed stadium**. The Corporation, headed by a board of 16 members and two honorary members, is also the stadium's majority shareholder. It controls day-to-day operations and procedures of the new stadium.

#### TEACHERS' SUPERANNUATION COMMISSION

TREASURY 20

190 Finch Ave. W.

Willowdale M2R 1M4

416-226-2700

**Pensions**, under the **Teachers' Superannuation Act** for teachers in elementary and secondary fields holding a valid Ontario Teaching Certificate, are provided upon retirement or early retirement because of physical or mental disability. The commission is composed of five people appointed by the Treasurer and one member elected from each of the following: Ontario Public School Teachers' Federation, Ontario English Catholic Teachers' Association, Association des Enseignants Franco-Ontariens, Ontario Secondary School Teachers' Federation and the Federation of Women Teachers' Association of Ontario.

**TASK FORCE ON THE INVESTMENT OF PUBLIC  
SECTOR**

**TREASURY 21**

**PENSION FUNDS**

101 Bloor St. W., 5th Flr.

Toronto M5S 1P7

416-963-3613

This Task Force was established in 1986 to review the **investment** options of public sector **pension** funds. Its mandate includes examining how economic development in Ontario could be increased through changes in investment of public sector pension funds and **Canada Pension Plan** funds. Briefs were requested from interested individuals and organizations, and Task Force recommendations will be submitted to the Treasurer before the end of 1987.

**ACTS**

**ACTS**

**TREASURY 22**

The following is a list of Acts administered by the Ministry of Treasury and Economics. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Audit Act

Financial Administration Act

Ministry of Treasury and Economics Act

Ontario Economic Council Act

Ontario Loan Act

Ontario Municipal Employees Retirement System Act

Ontario Municipal Improvement Corporation Act

Statistics Act

Supply Act

## MINISTER RESPONSIBLE FOR WOMEN'S ISSUES

### ONTARIO ADVISORY COUNCIL ON WOMEN'S ISSUES

WOMEN 1

880 Bay St., 5th Flr.  
Toronto M7A 1N3  
416-965-5824

The Ontario Advisory Council on Women's Issues advises the Ontario Government, through the Minister, on matters pertaining to the status of **women** in Ontario. Appointed by Order-in-Council, there are sixteen members. The council evaluates and monitors existing legislation, policies and programs related to the needs and status of women. It identifies specific areas requiring government attention; recommends legislation and program changes; consults with groups to stimulate public discussion throughout Ontario; and responds to requests from the Minister for advice and consultation on matters relating to women. The Council reports annually to the Legislature through the Minister.

### ONTARIO WOMEN'S DIRECTORATE

WOMEN 2

Mowat Block, 4th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-7785

On behalf of the Provincial Government, the Ontario **Women's Directorate**, through the Minister Responsible for Women's Issues, fosters the economic, social and legal equality of women in Ontario. It coordinates and advises on the development, delivery and communication of programs and policies, addressing issues such as family violence and pay equity. It enhances equal opportunity for **women** in Ontario.

### ONTARIO WOMEN'S DIRECTORATE PROGRAM DEVELOPMENT BRANCH

WOMEN 3

Mowat Block, 4th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-7785

The Program Development Branch of the Ontario Women's Directorate is responsible for the development and implementation of special projects benefitting women in Ontario. These include: **Open Doors** and **Pathmakers**, two programs which link **students** to role models in non-traditional occupations or fields of study; production of a **film** for schools entitled 'Here Today...Where Tomorrow?' and a community **grants** program for projects of benefit to women. These initiatives are designed to improve women's access to non-traditional and technology-related employment.

### ONTARIO WOMEN'S DIRECTORATE CONSULTATIVE SERVICES BRANCH

WOMEN 4

Mowat Block, 4th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-7785

The Consultative Services Branch administers the development and coordination of

Ontario's **Employment Equity** policies and programs for **women** within the public service. In the public sector, the Branch assists with the implementation and review of the employment equity initiatives undertaken in crown agencies, hospitals, municipalities, school boards, colleges and universities. Consulting staff provide employers in the private sector with expertise to assist them in planning and implementing employment equity programs.

ONTARIO WOMEN'S DIRECTORATE WOMEN 5  
PUBLIC EDUCATION PROGRAMS AND SERVICES (PEPS) BRANCH  
Mowat Block, 4th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-7785

Public Education Programs and Services (PEPS) Branch provides a wide range of communications and **information services** both internally and externally. Services include speeches, news releases, media relations, publications, displays and exhibits on women's issues. This Branch develops and manages major public education campaigns involving television and radio commercials and advertisements. The Directorate also has a **resource centre** which is open to the public.

ONTARIO WOMEN'S DIRECTORATE WOMEN 6  
POLICY AND RESEARCH BRANCH  
Mowat Block, 4th Flr.  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-7785

The Policy and Research Branch acts as a policy and strategy advisor to the Assistant Deputy Minister, The Minister Responsible for Women's Issues, and the Ontario Government on social, economic and legal issues that relate to **women**. The Branch conducts **research** and provides consultation on policy concerning women's issues to key Ministries within the **Ontario Public Service**.

The **Family Violence** Initiatives Unit (Mowat Block, Rm. 528, 900 Bay St., Toronto M7C 1C2, 965-7785), coordinates government responses to **wife assault**, develops initiatives, and liaises with Federal, out-of-province and inter-government ministries and community groups. Although counselling is not available, individuals are referred to appropriate sources. Information brochures and posters are available free of charge in both English and French, and a fact sheet can be provided in several other languages.

The Pay Equity Unit (262 Wellesley St. W., Main Flr., Rear, Toronto M5S 2X3, 965-0773), is responsible for the development of **pay equity** policy for Ontario's public and private sectors. The unit acts as a policy and strategy advisor to the Assistant Deputy Minister and The Minister Responsible for Women's Issues. It liaises with provincial ministries and community groups and coordinates government responses on matters concerning pay equity. **Information** brochures and various consultation documents are available to the public.

ONTARIO WOMEN'S DIRECTORATE  
FINANCE AND ADMINISTRATIVE SERVICES SECTION

WOMEN 7

Mowat Block, 4th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1C2

416-965-7785

The Section coordinates a variety of financial and administrative functions for the Ontario Women's Directorate, such as: providing payment services to suppliers and other ministries; maintaining the financial and administrative systems; developing financial and administrative standards; reporting on the financial condition of the Directorate and liaising with Management Board of Cabinet and the Ministry of Government Services.

## Ministerial Responsibility for Acts

- Abandoned Orchards Act  
(Agriculture & Food)
- Absconding Debtors Act (Attorney General)
- Absentees Act (Attorney General)
- Accidental Fires Act (Attorney General)
- Accumulations Act (Attorney General)
- Administration of Justice Act  
(Attorney General)
- Age of Majority and Accountability Act (Attorney General)
- Agricultural Associations Act  
(Agriculture & Food)
- Agricultural Committees Act  
(Agriculture & Food)
- Agricultural Development Finance Act  
(Revenue)
- Agricultural Rehabilitation and Development Act (Ontario)  
(Agriculture & Food)
- Agricultural Representatives Act  
(Agriculture & Food)
- Agricultural Research Institute of Ontario Act (Agriculture & Food)
- Agricultural Societies Act (Agriculture & Food)
- Agricultural Tile Drainage Installation Act (Agriculture & Food)
- Airports Act (Transportation & Communications)
- Alcoholism and Drug Addiction Research Foundation Act (Health)
- Algonquin Forestry Authority Act  
(Natural Resources)
- Algonquin Provincial Park Extension Act, 1960-61 (Natural Resources)
- Aliens' Real Property Act (Attorney General)
- Ambulance Act (Health)
- Amusement Devices Act, 1986  
(Consumer & Commercial Relations)
- An Act To Confirm the Title of the Government of Canada to Certain Lands and Indian Lands, 1915  
(Natural Resources)
- An Act for the Settlement of Certain Questions Between the Government of Canada and Ontario Respecting Indian Reserve Lands, 1891 (Natural Resources)
- Anatomy Act (Solicitor General)
- Anglican Church of Canada Act, 1979  
(Attorney General)
- Animals for Research Act (Agriculture & Food)
- Apportionment Act (Consumer & Commercial Relations)
- Apprenticeship and Tradesmen's Qualification Act (Skills Development)
- Arbitrations Act (Attorney General)
- Architects Act, 1984 (Attorney General)
- Archives Act (Citizenship & Culture)
- Art Gallery of Ontario Act (Citizenship & Culture)
- Artificial Insemination of Livestock Act  
(Agriculture & Food)
- Arts Council Act (Citizenship & Culture)
- Assessment Act (Revenue)
- Assessment Review Board Act  
(Attorney General)
- Assignments and Preferences Act  
(Consumer & Commercial Relations)
- Athletics Control Act (Consumer & Commercial Relations)
- Audit Act (Treasury & Economics)
- Bail Act (Attorney General)
- Bailiffs Act (Consumer & Commercial Relations)
- Barrie-Innisfil Annexation Act, 1981  
(Municipal Affairs)
- Barrie-Vespra Annexation Act, 1984  
(Municipal Affairs)
- Barristers Act (Attorney General)

- Beach Protection Act (Natural Resources)
- Beds of Navigable Waters Act (Natural Resources)
- Beef Cattle Marketing Act (Agriculture & Food)
- Bees Act (Agriculture & Food)
- Bills of Sale Act (Consumer & Commercial Relations)
- Blind Persons' Rights Act (Attorney General)
- Blind Workmen's Compensation Act (Labour)
- Blue Waters Bridge Act (Transportation & Communications)
- Boilers and Pressure Vessels Act (Consumer & Commercial Relations)
- Boundaries Act (Consumer & Commercial Relations)
- Brantford-Brant Annexation Act, 1980 (Municipal Affairs)
- Bread Sales Act (Consumer & Commercial Relations)
- Bridges Act (Transportation & Communications)
- Brock University Act, 1964 (Colleges & Universities)
- Brucellosis Act (Agriculture & Food)
- Building Code Act (Housing)
- Bulk Sales Act (Attorney General)
- Bull Owners' Liability Act (Agriculture & Food)
- Business Corporations Act, 1982 (Consumer & Commercial Relations)
- Business Practices Act (Consumer & Commercial Relations)
- Business Records Protection Act (Attorney General)
- Canada Company's Lands Act, 1922 (Natural Resources)
- Cancer Act (Health)
- Cancer Remedies Act (Health)
- Carleton University Act, 1952 (Colleges & Universities)
- Cemeteries Act (Consumer & Commercial Relations)
- Centennial Centre of Science and Technology Act (Citizenship & Culture)
- Central Trust Company Act, 1983 (Financial Institutions)
- Certification of Titles Act (Consumer & Commercial Relations)
- Change of Name Act, 1986 (Consumer & Commercial Relations)
- Charitable Gifts Act (Attorney General)
- Charitable Institutions Act (Community & Social Services)
- Charities Accounting Act (Attorney General)
- Child and Family Services Act, 1984 (Community & Social Services)
- Child Welfare Municipal Payments Continuance Act, 1976 (Community & Social Services)
- Child Welfare Validation of Adoption Orders Act, 1980 (Community & Social Services)
- Children's Law Reform Act (Attorney General)
- Chiropody Act (Health)
- City of Cornwall Annexation Act, 1974 (Municipal Affairs)
- City of Gloucester Act, 1980 (Municipal Affairs)
- City of Hamilton Act, 1975 (Municipal Affairs)
- City of Hazeldean-March Act, 1978 (Municipal Affairs)
- City of Nepean Act, 1978 (Municipal Affairs)
- City of Ottawa Road Closing & Conveyance Validation Act, 1981 (Municipal Affairs)
- City of Port Colborne Act, 1974 (Municipal Affairs)
- City of Sudbury Hydro-Electric Service Act, 1980 (Municipal Affairs)
- City of Thorold Act, 1975 (Municipal Affairs)
- City of Thunder Bay Act, 1968-69 (Municipal Affairs)

- City of Timmins-Porcupine Act, 1972  
(Municipal Affairs)
- City of Toronto 1981 Assessment  
Complaints Act, 1982 (Revenue)
- Collection Agencies Act (Consumer &  
Commercial Relations)
- Colleges Collective Bargaining Act,  
R.S.O. 1980 (Colleges &  
Universities)
- Commercial Tenancies Act (Requires  
Proclamation) (Attorney General)
- Commissioners for taking Affidavits  
Act (Attorney General)
- Commodity Board Members Act  
(Agriculture & Food)
- Commodity Boards and Marketing  
Agencies Act (Agriculture & Food)
- Commodity Futures Act (Financial  
Institutions)
- Community Psychiatric Hospitals Act  
(Health)
- Community Recreation Centres Act  
(Tourism & Recreation)
- Commuter Services Act  
(Transportation & Communications)
- Compensation for Victims of Crime Act  
(Attorney General)
- Compulsory Automobile Insurance Act  
(Financial Institutions)
- Condominium Act (Consumer &  
Commercial Relations)
- Conservation Authorities Act (Natural  
Resources)
- Consolidated Hearings Act, 1981  
(Environment)
- Construction Lien Act, 1983 (Attorney  
General)
- Consumer Protection Act (Consumer &  
Commercial Relations)
- Consumer Protection Bureau Act  
(Consumer & Commercial Relations)
- Consumer Reporting Act (Consumer &  
Commercial Relations)
- Conveyancing and Law of Property Act  
(Attorney General)
- Cooperative Corporations Act  
(Financial Institutions)
- Cooperative Loans Act (Agriculture &  
Food)
- Coroners Act (Solicitor General)
- Corporation Securities Registration Ac  
(Consumer & Commercial Relations)
- Corporations Act (Consumer &  
Commercial Relations)
- Corporations Information Act  
(Consumer & Commercial Relations)
- Corporations Tax Act (Revenue)
- Costs of Distress Act (Attorney  
General)
- County of Haliburton Act, 1982  
(Municipal Affairs)
- County of Oxford Act (Municipal  
Affairs)
- Courts of Justice Act, 1984 (Attorney  
General)
- Credit Unions and Caisses Populaires  
Act (Financial Institutions)
- Creditors' Relief Act (Attorney  
General)
- Crop Insurance Act Ontario  
(Agriculture & Food)
- Crown Administration of Estates Act  
(Attorney General)
- Crown Agency Act (Attorney General)
- Crown Attorneys Act (Attorney  
General)
- Crown Employees Collective  
Bargaining Act (Labour)
- Crown Timber Act (Natural Resources)
- Crown Trust Company Act, 1983  
(Financial Institutions)
- Crown Witnesses Act (Attorney  
General)
- Dangerous Goods Transportation Act,  
1981 (Transportation &  
Communications)
- Day Nurseries Act (Community &  
Social Services)
- Dead Animal Disposal Act  
(Agriculture & Food)
- Debt Collectors Act (Consumer &  
Commercial Relations)
- Degree Granting Act, 1983 (Colleges &  
Universities)

Dental Technicians Act (Health)	Energy Act (Consumer & Commercial Relations)
Denture Therapists Act (Health)	Environmental Assessment Act (Environment)
Deposits Regulation Act (Financial Institutions)	Environmental Protection Act (Environment)
Development Corporations Act, 1984 (Industry, Trade & Technology)	Escheats Act (Attorney General)
Developmental Services Act (Community & Social Services)	Essex County French-language Secondary School Act, 1977 (Education)
Discriminatory Business Practices Act (Consumer & Commercial Relations)	Estates Administration Act (Attorney General)
Disorderly Houses Act (Attorney General)	Evidence Act (Attorney General)
District Municipality of Muskoka Act (Municipal Affairs)	Execution Act (Attorney General)
District of Parry Sound Local Government Act, 1979 (Municipal Affairs)	Executive Council Act (Premier's Office)
District Welfare Administration Boards Act (Community & Social Services)	Expropriations Act (Attorney General)
Dog Licensing and Livestock and Poultry Protection Act (Agriculture & Food)	Extra-Provincial Corporations Act, 1984 (Consumer & Commercial Relations)
Dog Owner's Liability Act (Attorney General)	Factors Act (Consumer & Commercial Relations)
Drainage Act (Agriculture & Food)	Family Benefits Act (Community & Social Services)
Drugless Practitioners Act (Health)	Family Law Act, 1986 (Attorney General)
Edible Oil Products Act (Agriculture & Food)	Farm Income Stabilization Act (Agriculture & Food)
Education Act (Education)	Farm Products Containers Act (Agriculture & Food)
Egress from Public Buildings Act (Solicitor General)	Farm Products Grades and Sales Act (Agriculture & Food)
Elderly Persons Centres Act (Community & Social Services)	Farm Products Marketing Act (Agriculture & Food)
Elderly Persons' Housing Aid Act (Housing)	Farm Products Payments Act (Agriculture & Food)
Election Act, 1984 (Office of the Assembly)	Ferries Act (Transportation & Communications)
Election Finances Act, 1986 (Office of the Assembly)	Financial Administration Act (Treasury & Economics)
Elevating Devices Act (Consumer & Commercial Relations)	Fines and Forfeitures Act (Attorney General)
Emergency Plans Act, 1983 (Solicitor General)	Fire Accidents Act (Solicitor General)
Employment Agencies Act (Labour)	Fire Departments Act (Solicitor General)
Employment Standards Act (Labour)	Fire Fighters Exemption Act (Solicitor General)
Endangered Species Act (Natural Resources)	

- Fire Marshals Act (Solicitor General)
- Fish Inspection Act (Natural Resources)
- Fisheries Act (Canada-Ontario Fishery Regulations) (Natural Resources)
- Fisheries Loans Act (Natural Resources)
- Flag Act (Government Services)
- Floral Emblem Act (Government Services)
- Fluoridation Act (Health)
- Foreign Cultural Objects Immunity from Seizure Act (Citizenship & Culture)
- Forest Fires Prevention Act (Natural Resources)
- Forest Tree Pest Control Act (Natural Resources)
- Forestry Act (Natural Resources)
- Fraudulent Conveyances Act (Attorney General)
- Fraudulent Debtors Arrest Act (Attorney General)
- Freshwater Fish Marketing Act (Ontario) (Natural Resources)
- Frustrated Contracts Act (Attorney General)
- Fuel Tax Act, 1981 (in force Sept. 1, 1982) (Revenue)
- Funeral Services Act (Health)
- Fur Farms Act (Agriculture & Food)
- Game and Fish Act (Natural Resources)
- Gaming Act (Attorney General)
- Gananoque Lands Act, 1961-62 (Natural Resources)
- Gas and Oil Leases Act (Natural Resources)
- Gasoline Handling Act (Consumer & Commercial Relations)
- Gasoline Tax Act (Revenue)
- General Welfare Assistance Act (Community & Social Services)
- George R. Gardiner Museum of Ceramic Art Act, 1981 (Citizenship & Culture)
- Government Contracts Hours and Wages Act (Labour)
- Grain Elevator Storage Act (Agriculture & Food)
- Guarantee Companies Securities Act (Financial Institutions)
- Habeas Corpus Act (Attorney General)
- Healing Arts Radiation Protection Act (Health)
- Health Care Accessibility Act, 1986 (Health)
- Health Disciplines Act (Health)
- Health Facilities Special Orders Act, 1983 (Health)
- Health Insurance Act (Health)
- Health Protection and Promotion Act, 1983 (Health)
- Highway Traffic Act (Transportation & Communications)
- Historical Parks Act (Tourism & Recreation)
- Homemakers and Nurses Services Act (Community & Social Services)
- Homes for Retarded Persons Act (Community & Social Services)
- Homes for Special Care Act (Health)
- Homes for the Aged and Rest Homes Act (Community & Social Services)
- Horticultural Societies Act (Agriculture & Food)
- Hospital Labour Disputes Arbitration Act (Labour)
- Hospitals and Charitable Institutions Inquiries Act (Attorney General)
- Hotel Fire Safety Act (Solicitor General)
- Hotel Registration of Guests Act (Attorney General)
- Housing Development Act (Housing)
- Human Rights Code, 1981 (Labour)
- Human Tissue Gift Act (Solicitor General)
- Hunter Damage Compensation Act (Agriculture & Food)
- Hypnosis Act (Health)
- Immunization of School Pupils Act, 1982 (Health)

- Income Tax Act (Revenue)
- Indian Lands Act, 1924 (Natural Resources)
- Indian Welfare Services Act (Community & Social Services)
- Industrial and Mining Lands Compensation Act (Natural Resources)
- Industrial Standards Act (Labour)
- Innkeepers Act (Attorney General)
- Insurance Act (Financial Institutions)
- International Bridges Municipal Payments Act, 1981 (Municipal Affairs)
- Interpretation Act (Attorney General)
- Interprovincial Subpoenas Act (Attorney General)
- Investment Contracts Act (Financial Institutions)
- Jewish Family and Child Services of Metropolitan Toronto Act (Community & Social Services)
- John Graves Simcoe Memorial Foundation Act (Citizenship & Culture)
- Judicial Review Procedure Act (Attorney General)
- Junior Farmers Establishment Act (Agriculture & Food)
- Juries Act (Attorney General)
- Justices of the Peace Act (Attorney General)
- Laboratory and Specimen Collection Centre Licencing Act (Health)
- Labour Relations Act (Labour)
- Lac Seul Conservation Act, 1928 (Natural Resources)
- Lake of the Woods Control Board Act, 1922 (Natural Resources)
- Lake Superior Board of Education Act, 1976 (Education)
- Lakehead University Act, 1965 (Colleges & Universities)
- Lakes and Rivers Improvement Act (Natural Resources)
- Land Registration Reform Act, 1984 (Consumer & Commercial Relations)
- Land Titles Act (Consumer & Commercial Relations)
- Land Transfer Tax Act (Revenue)
- Landlord and Tenant Act—see Commercial Tenancies Act (Attorney General)
- Laurentian University of Sudbury Act, 1960 (Colleges & Universities)
- Law Society Act (Attorney General)
- Leeds and Grenville County Board of Education and Teachers Dispute Act, 1981 (Education)
- Legal Aid Act (Attorney General)
- Legislative Assembly Act (Office of the Assembly)
- Legislative Assembly Retirement Allowances Act (Office of the Assembly)
- Libel and Slander Act (Attorney General)
- Lieutenant Governor Act (Premier's Office)
- Lightning Rods Act (Solicitor General)
- Limitations Act (Attorney General)
- Limited Partnerships Act (Consumer & Commercial Relations)
- Line Fences Act (Municipal Affairs)
- Liquor Control Act (Consumer & Commercial Relations)
- Liquor Licence Act (Consumer & Commercial Relations)
- Livestock and Livestock Products Act (Agriculture & Food)
- Livestock Branding Act (Agriculture & Food)
- Livestock Community Sales Act (Agriculture & Food)
- Livestock Medicines Act (Agriculture & Food)
- Loan and Trust Corporations Act (Financial Institutions)
- Local Improvement Act (Municipal Affairs)
- Local Roads Boards Act (Transportation & Communications)
- Local Services Boards Act (Northern Development & Mines)

Lord's Day (Ontario) Act (Attorney General)

Management Board of Cabinet Act, 1971 (Management Board of Cabinet)

Manitoba-Ontario Lake St. Joseph Diversion Agreement Authorization Act, 1958 (Natural Resources)

Marine Insurance Act (Financial Institutions)

Marriage Act (Consumer & Commercial Relations)

Massey-Ferguson Limited Act, 1981 (Industry, Trade & Technology)

Master and Servant Act (Attorney General)

McMaster University Act, 1976 (Colleges & Universities)

McMichael Canadian Collection Act (Citizenship & Culture)

Meat Inspection Act (Ontario) (Agriculture & Food)

Mechanics' Lien Act (Attorney General)

Mental Health Act (Health)

Mental Hospitals Act (Health)

Mental Incompetency Act (Attorney General)

Mercantile Law Amendment Act (Attorney General)

Metropolitan Toronto Police Force Complaints Act, 1984 (Attorney General)

Migratory Birds Convention Act (Canada)—Ontario Regulations (Natural Resources)

Milk Act (Agriculture & Food)

Mineral Emblem Act (Natural Resources)

Mining Act (Northern Development & Mines)

Mining Tax Act (Revenue)

Ministry of Agriculture and Food Act (Agriculture & Food)

Ministry of the Attorney General Act (Attorney General)

Ministry of Citizenship and Culture A (Citizenship & Culture)

Ministry of Colleges & Universities Act, R.S.O. 1980 (Colleges & Universities)

Ministry of Community and Social Services Act (Community & Social Services)

Ministry of Consumer and Commercial Relations Act (Consumer & Commercial Relations)

Ministry of Correctional Services Act, as amended (Correctional Services)

Ministry of Energy Act (Energy)

Ministry of the Environment Act (Environment)

Ministry of Government Services Act, R.S.O. 1980 and Amendments (Government Services)

Ministry of Health Act (Health)

Ministry of Industry and Trade Act, 1982 (Industry, Trade & Technology)

Ministry of Intergovernmental Affairs Act (Intergovernmental Affairs)

Ministry of Labour Act (Labour)

Ministry of Municipal Affairs and Housing Act, 1981 (Municipal Affairs) (Housing)

Ministry of Natural Resources Act (Natural Resources)

Ministry of Northern Affairs Act (Northern Development & Mines)

Ministry of Revenue Act (Revenue)

Ministry of the Solicitor General Act (Solicitor General)

Ministry of Tourism & Recreation Act, 1982 (Tourism & Recreation)

Ministry of Transportation & Communications Act (Transportation & Communications)

Ministry of Transportation & Communications Creditors Payment Act (Transportation & Communications)

Ministry of Treasury & Economics Act (Treasury & Economics)

- Minors' Protection Act (Attorney General)
- Moosonee Development Area Board Act (Municipal Affairs)
- Mortgage Brokers Act (Financial Institutions)
- Mortgages Act (Attorney General)
- Motor Vehicle Accident Claims Act (Financial Institutions)
- Motor Vehicle Dealers Act (Consumer & Commercial Relations)
- Motorized Snow Vehicles Act (Transportation & Communications)
- Municipal Act (Municipal Affairs)
- Municipal Affairs Act (Municipal Affairs)
- Municipal & School Tax Credit Assistance Act Subsection 2(3) (4) (5) and (6) (Municipal Affairs)
- Municipal Arbitrations Act (Municipal Affairs)
- Municipal Boundary Negotiations Act, 1981 (Municipal Affairs)
- Municipal Conflict of Interest Act, 1983 (Municipal Affairs)
- Municipal Corporations Quieting Orders Act (Municipal Affairs)
- Municipal Elderly Residents' Assistance Act (Municipal Affairs)
- Municipal Elections Act (Municipal Affairs)
- Municipal Electric Railways Act (Transportation & Communications)
- Municipal Franchises Act (Municipal Affairs)
- Municipal Health Services Act (Health)
- Municipal Interest and Discount Rates Act, 1982 (Municipal Affairs)
- Municipal Payments in Lieu of Taxes Statute Law Amendment Act, 1984 (Municipal Affairs)
- Municipal Private Acts Repeal Act, 1983 (Municipal Affairs)
- Municipal Subsidies Adjustment Repeal Act, 1976 (Municipal Affairs)
- Municipal Tax Assistance Act (Municipal Affairs)
- Municipal Tax Sales Act, 1984 (Municipal Affairs)
- Municipal Unemployment Relief Act (Municipal Affairs)
- Municipal Works Assistance Act (Municipal Affairs)
- Municipality of Metropolitan Toronto Act (Municipal Affairs)
- Municipality of Shuniah Act, 1936 (Municipal Affairs)
- Muskoka & Parry Sound Telephone Co. Limited Acquisition Act, 1978 (Transportation & Communications)
- National Radio Observatory Act, 1962-63 (Natural Resources)
- Negligence Act (Attorney General)
- Niagara Escarpment Planning & Development Act (Municipal Affairs)
- Niagara Parks Act (Tourism & Recreation)
- Non-resident Agricultural Land Interests Registration Act (Agriculture & Food)
- North Georgian Bay Recreational Reserve Act, 1962-63 (Natural Resources)
- North Pickering Development Corporation Act, 1974 (Housing)
- Notaries Act (Attorney General)
- Nursing Homes Act (Health)
- Occupational Health and Safety Act (Labour)
- Occupiers' Liability Act (Attorney General)
- Official Notices Publication Act (Government Services)
- Off-Road Vehicles Act, 1983 (Transportation & Communications)
- Oleomargarine Act (Agriculture & Food)
- Ombudsman Act (Office of the Ombudsman)
- One Day's Rest in Seven Act (Labour)
- Ontario Agricultural Museum Act (Agriculture & Food)

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| Ontario College of Art Act, 1968-69<br>(Colleges & Universities)   | Ontario Municipal Board Act<br>(Attorney General)  |
| Ontario Credit Union League Limited<br>Act, 1972 (unconsolidated and<br>unrepealed) (Financial Institutions) | Ontario Municipal Employees<br>Retirement System Act (Treasury &<br>Economics)                                   |
| Ontario Deposit Insurance Corporation<br>Act (Financial Institutions)  | Ontario Municipal Improvement<br>Corporation Act (Treasury &<br>Economics)                                       |
| Ontario Drug Benefit Act, 1986<br>(Health)   | Ontario New Home Warranties Plan<br>Act (Consumer & Commercial<br>Relations)                                     |
| Ontario Economic Council Act<br>(Treasury & Economics)   | Ontario Northland Transportation<br>Commission Act (Northern<br>Development & Mines)                             |
| Ontario Educational Communications<br>Authority Act (Citizenship &<br>Culture)                               | Ontario Pensioners Property Tax<br>Assistance Act (Revenue)  |
| Ontario Energy Board Act (Energy)  | Ontario Place Corporation Act<br>(Tourism & Recreation)  |
| Ontario Energy Corporation Act<br>(Energy)   | Ontario Planning and Development<br>Act (Municipal Affairs)  |
| Ontario Food Terminal Act<br>(Agriculture & Food)  | Ontario Regulation 241/84 - Ontario<br>International Corporation (Industry,<br>Trade & Technology)               |
| Ontario Geographic Names Board Act<br>(Natural Resources)  | Ontario Regulation 550/86 - Innovation<br>Ontario Corporation (Industry,<br>Trade & Technology)                  |
| Ontario Guaranteed Annual Income<br>Act (Revenue)  | Ontario School Trustees' Council Act<br>(Education)  |
| Ontario Harbours Agreement Act,<br>1962-63 (Natural Resources)   | Ontario Society for the Prevention of<br>Cruelty to Animals Act (Solicitor<br>General)                           |
| Ontario Heritage Act (Citizenship &<br>Culture)  | Ontario Telephone Development<br>Corporation Act (Transportation &<br>Communications)                            |
| Ontario Highway Transport Board Act<br>(Transportation & Communications)                                     | Ontario Transportation Development<br>Corporation Act (Transportation &<br>Communications)                       |
| Ontario Housing Corporation Act<br>(Housing)   | Ontario Unconditional Grants Act<br>(Municipal Affairs)  |
| Ontario Institute for Studies in<br>Education Act (Education)  | Ontario Waste Management<br>Corporation Act, 1981<br>(Environment)   |
| Ontario Land Corporation Act<br>(Government Services)  | Ontario Water Resources Act<br>(Environment)   |
| Ontario Law Reform Commission Act<br>(Attorney General)  | Ontario Water Resources Act,<br>subsections 44 (2) (a), (b) and (c) and<br>sections 45 to 48 inclusive (Housing) |
| Ontario Loan Act (Treasury &<br>Economics)   |  |
| Ontario Lottery Corporation Act<br>(Tourism & Recreation)  |  |
| Ontario Mental Health Foundation Act<br>(Health)   |  |
| Ontario Mineral Exploration Program<br>Act (Northern Development &<br>Mines)                                 |  |

Ontario Youth Employment Act (Skills Development)  
 Operating Engineers Act (Consumer & Commercial Relations)  
 Ophthalmic Dispensers Act (Health)  
 Osgoode Hall Law School Scholarships Act, 1968-69 (Colleges & Universities)  
 Ottawa-Carleton Amalgamations and Elections Act, 1973 (Municipal Affairs)  
 Ottawa River Water Powers Act, 1943 (Natural Resources)  
 Paperback and Periodical Distributors Act (Consumer & Commercial Relations)  
 Parks Assistance Act (Natural Resources)  
 Parkway Belt Planning and Development Act (Municipal Affairs)  
 Partition Act (Attorney General)  
 Partnerships Act (Consumer & Commercial Relations)  
 Partnerships Registration Act (Consumer & Commercial Relations)  
 Pawnbrokers Act (Attorney General)  
 Pension Benefits Act (Financial Institutions)  
 Perpetuities Act (Attorney General)  
 Personal Property Security Act (Consumer & Commercial Relations)  
 Pesticides Act (Environment)  
 Petroleum Products Price Freeze Act, 1975 (unconsolidated and unrepealed) (Consumer & Commercial Relations)  
 Petroleum Resources Act (Natural Resources)  
 Pits and Quarries Control Act (Natural Resources)  
 Planning Act, 1983 (Municipal Affairs)  
 Planning Statute Law Amendment Act, 1983 (Municipal Affairs)  
 Plant Diseases Act (Agriculture & Food)  
 Police Act (Solicitor General)

Police Village of St. George Act, 1980 (Municipal Affairs)  
 Policy and Priorities Board of Cabinet Act (Premier's Office)  
 Pounds Act (Agriculture & Food)  
 Power Corporation Act (Energy)  
 Power Corporation Insurance Act (Energy)  
 Powers of Attorney Act (Attorney General)  
 Prearranged Funeral Services Act (Consumer & Commercial Relations)  
 Prepaid Hospital and Medical Services Act (Financial Institutions)  
 Prescription Drug Cost Regulation Act, 1986 (Health)  
 Private Hospitals Act (Health)  
 Private Investigators and Security Guards Act (Solicitor General)  
 Private Sanatoria Act (Health)  
 Private Vocational Schools Act, R.S.O. 1980 (Colleges & Universities)  
 Proceedings Against the Crown Act (Attorney General)  
 Professional Engineers Act, 1984 (Attorney General)  
 Property and Civil Rights Act (Attorney General)  
 Provincial Auctioneers Act (Agriculture & Food)  
 Provincial Land Tax Act (Revenue)  
 Provincial Offences Act (Attorney General)  
 Provincial Parks Act (Natural Resources)  
 Provincial Parks Tax Assistance Act (Municipal Affairs)  
 Provincial Schools Negotiations Act (Education)  
 Psychologists Registration Act (Health)  
 Public Accountancy Act (Attorney General)  
 Public Authorities Protection Act (Attorney General)  
 Public Commercial Vehicles Act (Transportation & Communications)  
 Public Halls Act (Attorney General)

- Public Hospitals Act (Health)
- Public Inquiries Act (Attorney General)
- Public Institutions Inspection Act (Attorney General)
- Public Lands Act (Natural Resources)
- Public Libraries Act (Citizenship & Culture)
- Public Officers Act (Attorney General)
- Public Parks Act (Municipal Affairs)
- Public Service Act, 1981 (Management Board of Cabinet)
- Public Service Superannuation Act (Management Board of Cabinet)
- Public Service Works on Highways Act (Transportation & Communications)
- Public Transportation and Highways Improvement Act (Transportation & Communications)
- Public Trustee Act (Attorney General)
- Public Utilities Act (Municipal Affairs)
- Public Utilities Corporations Act (Municipal Affairs)
- Public Vehicles Act (Transportation & Communications)
- Public Works Protection Act (Solicitor General)
- Race Tracks Tax Act (Revenue)
- Racing Commission Act (Consumer & Commercial Relations)
- Radiological Technicians Act (Health)
- Railways Act (Transportation & Communications)
- Real Estate and Business Brokers Act (Consumer & Commercial Relations)
- Reciprocal Enforcement of Judgments Act (Attorney General)
- Reciprocal Enforcement of Judgments (U.K.) Act, 1984 (Attorney General)
- Reciprocal Enforcement of Maintenance Orders Act, 1982 (Attorney General)
- Regional Municipality of Durham Act (Municipal Affairs)
- Regional Municipality of Haldimand-Norfolk Act (Municipal Affairs)
- Regional Municipality of Halton Act (Municipal Affairs)
- Regional Municipality of Hamilton-Wentworth Act (Municipal Affairs)
- Regional Municipality of Niagara Act (Municipal Affairs)
- Regional Municipality of Ottawa-Carleton Act (Municipal Affairs)
- Regional Municipality of Ottawa-Carleton Land Acquisition Act, 1980 (Municipal Affairs)
- Regional Municipality of Peel Act (Municipal Affairs)
- Regional Municipality of Sudbury Act (Municipal Affairs)
- Regional Municipality of Sudbury Statute Law Amendment Act, 1986 (Municipal Affairs)
- Regional Municipality of Waterloo Act (Municipal Affairs)
- Regional Municipality of York Act (Municipal Affairs)
- Registered Insurance Brokers Act (Financial Institutions)
- Registry Act (Consumer & Commercial Relations)
- Regulations Act (Attorney General)
- Regulations Revision Act, 1979 (Attorney General)
- Religious Freedom Act (Attorney General)
- Religious Organizations' Lands Act (Attorney General)
- Rental Housing Protection Act (Housing)
- Representation Act (Premier's Office)
- Research Foundation Act, 1944 (Industry, Trade & Technology)
- Residential Complexes Financing Costs Restraints Act (Housing)
- Residential Complex Sales Representation Act, 1983 (Consumer & Commercial Relations)
- Residential Tenancies Act (Housing)
- Retail Business Holidays Act (Solicitor General)
- Retail Sales Tax Act (Revenue)

- Revised Statutes Confirmation Act, 1981 (Attorney General)  
 Riding Horse Establishments Act (Agriculture & Food)  
 Rights of Labour Act (Labour)  
 Road Access Act (Municipal Affairs)  
 Royal Botanical Gardens Act, 1941, as amended (Citizenship & Culture)  
 Royal Ontario Museum Act (Citizenship & Culture)  
 Rural Housing Assistance Act (Housing)  
 Rural Hydro-Electric Distribution Act (Energy)  
 Rural Power District Loans Act (Energy)  
 Ryerson Polytechnical Institute Act, 1977 (Colleges & Universities)  
 Sale of Goods Act (Attorney General)  
 School Boards and Teachers Collective Negotiations Act (Education)  
 School Trust Conveyances Act (Education)  
 Science North Act (Citizenship & Culture)  
 Securities Act (Financial Institutions)  
 Seed Potatoes Act (Agriculture & Food)  
 Seine River Diversion Act, 1952 (Natural Resources)  
 Settled Estates Act (Attorney General)  
 Settlers' Pulpwood Protection Act (Natural Resources)  
 Sheep and Wool Marketing Act, 1981 (Agriculture & Food)  
 Sheriffs Act (Attorney General)  
 Shoreline Property Assistance Act (Municipal Affairs)  
 Short Forms of Conveyances Act (Attorney General)  
 Short Forms of Leases Act (Attorney General)  
 Short Forms of Mortgages Act (Attorney General)  
 Small Business Development Corporations Act (Revenue)  
 Snow Roads and Fences Act (Municipal Affairs)  
 Soldiers' Aid Commission Act (Community & Social Services)  
 Soldiers' Aid Commission Amendment Act, 1970 (Community & Social Services)  
 Solicitors Act (Attorney General)  
 Spruce Pulpwood Exportation Act (Natural Resources)  
 St. Clair Parkway Commission Act (Tourism & Recreation)  
 St. Lawrence Parks Commission Act (Tourism & Recreation)  
 Statistics Act (Treasury & Economics)  
 Statute of Frauds (Attorney General)  
 Statute Labour Act (Municipal Affairs)  
 Statute Labour Act (Part) (Transportation & Communications)  
 Statutes Act (Attorney General)  
 Statutes Revision Act, 1979 (Attorney General)  
 Statutory Powers Procedure Act (Attorney General)  
 Steep Rock Iron Ore Development Act, 1949 (Natural Resources)  
 Stock Yards Act (Agriculture & Food)  
 Succession Law Reform Act (Attorney General)  
 Successor Rights (Crown Transfers Act), 1977 (Management Board of Cabinet)  
 Sunnybrook Hospital Act, 1966 (Colleges & Universities)  
 Superannuation Adjustment Benefits Act (Management Board of Cabinet)  
 Supply Act (Treasury & Economics)  
 Support & Custody Orders Enforcement Act, 1985 (Attorney General)  
 Surrogate Courts Act (Attorney General)  
 Surveyors Act (Natural Resources)  
 Surveys Act (Natural Resources)  
 Tax Sales Confirmation Act, 1974 (Municipal Affairs)

- Teachers' Superannuation Act, 1983  
(Education)
- Teaching Profession Act (Education)
- Technology Centres Act, 1982  
(Industry, Trade & Technology)
- Telephone Act (Transportation & Communications)
- Territorial Division Act (Municipal Affairs)
- Theatres Act (Consumer & Commercial Relations)
- Ticket Speculation Act (Attorney General)
- Tile Drainage Act (Agriculture & Food)
- Time Act (Attorney General)
- Tobacco Tax Act (Revenue)
- Toll Bridges Act (Transportation & Communications)
- Tom Longboat Act, 1980 (Municipal Affairs)
- Topsoil Preservation Act (Agriculture & Food)
- Toronto Area Transit Operating Authority Act (Transportation & Communications)
- Toronto District Heating Corporation Act, 1980 (Municipal Affairs)
- Toronto Futures Exchange Act, 1983  
(Financial Institutions)
- Toronto Islands Act, 1980 (Municipal Affairs)
- Toronto Stock Exchange Act, 1982  
(Financial Institutions)
- Tourism Act (Tourism & Recreation)
- Town of Wasaga Beach Act, 1973  
(Municipal Affairs)
- Township of North Plantagenet Act, 1976 (Municipal Affairs)
- Township of Pelee Act, 1978  
(Transportation & Communications)
- Travel Industry Act (Consumer & Commercial Relations)
- Trees Act (Natural Resources)
- Trent University Act, 1962-63 (Colleges & Universities)
- Trespass to Property Act (Attorney General)
- Trustee Act (Attorney General)
- Unclaimed Articles Act (Consumer & Commercial Relations)
- Unconscionable Transactions Relief Act (Attorney General)
- University Expropriation Powers Act (Attorney General)
- University of Guelph Act, 1964  
(Colleges & Universities)
- University of Ottawa Act, 1965  
(Colleges & Universities)
- University of Toronto Act, 1971  
(Colleges & Universities)
- University of Waterloo Act, 1972  
(Colleges & Universities)
- University of Western Ontario Act, 1982 (Colleges & Universities)
- University of Windsor Act, 1962-63  
(Colleges & Universities)
- Upholstered and Stuffed Articles Act (Consumer & Commercial Relations)
- Urban Transportation Development Corporation Ltd. Act  
(Transportation & Communications)
- Variation of Trusts Act (Attorney General)
- Vendors and Purchasers Act (Attorney General)
- Veterinarians Act (Agriculture & Food)
- Vital Statistics Act (Consumer & Commercial Relations)
- Vocational Rehabilitation Services Act  
(Community & Social Services)
- Wages Act  
(Attorney General)
- War Veterans Burial Act (Health)
- Warehouse Receipts Act (Attorney General)
- Warehousemen's Lien Act (Attorney General)
- Weed Control Act (Agriculture & Food)

Wellington County Board of Education  
and Teachers Dispute Settlement  
Act, 1985 (Education)

Wharfs and Harbours Act (Municipal  
Affairs)

Wild Rice Harvesting Act (Natural  
Resources)

Wilderness Areas Act (Natural  
Resources)

Wilfred Laurier University Act, 1973  
(Colleges & Universities)

Wine Content Act (Consumer &  
Commercial Relations)

Woodlands Improvement Act (Natural  
Resources)

Woodmen's Employment Act (Natural  
Resources)

Woodmen's Lien for Wages Act  
(Natural Resources)

Workers' Compensation Act (Labour)

Workmen's Compensation Insurance  
Act (Labour)

York University Act, 1965 (Colleges &  
Universities)

Young Offenders Implementation Act,  
1984 (Community & Social Services)

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